DOCUMENTS

Department of State NEWS LETTER

For Foreign Service and Departmental personnel

*AGE OF FOREIGN SERVICE OFFICERS ON JULY 1, 1961

AGE	CA	CM	1	2	3	4	5	6	7	8	TOTAL
64		2									2
63		1									1
62	2	7			1						10
61		3	3								6
60	1	3	2	1	3		1	1			12
59		1	5	7	5	5		1			24
58	1	8	6	12	4		6	2			39
57	3	3	11	12	6	4	4	1			44
56		4	11	16	6	10	6	1			54
55		3	20	14	13	8	15	4			77
54		11	20	23	9	9	11	4			87
53		11	11	18	12	10	4	6			72
52		4	15	25	21	11	11	6	2		95
51		4	15	33	16	19	13	7	1		108
50			17	18	34	10	15	7	1		102
49			22	26	27	31	10	2	3		121
48			25	30	20	19	14	8	2		127
47			19	37	37	26	18	4			141
46			9	31	39	24	12	6	2		123
45			11	35	42	37	23	4	3		155
44			6	30	43	28	35	3	3		148
43			2	29	60	36	27	3	2		159
42			1	19	49	39	21	3	4		136
41				10	56	49	38	7	3		163
40				3	36	55	28	11	2		135
39					35	57	34	10	4		140
38					15	55	39	11	7		127
37					3	48	37	15	6		109
36					3	43	39	15	14	1	115
35					1	36	31	25	16	4	113
34						21	34	30	23	5	113
33						7	27	28	26	13	101
32						6	25	29	41	25	126
31						2	21	37	51	29	140
30							9	28	38	43	118
29							6	23	38	37	104
28								7	26	30	63
27								5	26	62	93
26								3	15	40	58
25									7	38	45
24										22	22
23										14	14
22										5	5
TOTALS	7	65	231	429	605	705	614	357	366	368	3747

Average Age										
7/1/61-59.0	56.3	51.2	48.8	45.8	42.2	40.8	36.6	32.1	28.0	41.2
7/1/60-57.9	58.0	51.3	48.4	45.6	42.2	40.5	36.8	32.2	28.3	41.2
7/1/59-62.5	57.0	50.6	48.4	45.4	41.6	40.2	36.4	31.3	28.0	40.7
7/1/58-61.5	56.7	50.3	47.9	45.0	41.2	39.4	36.7	28.9	27.8	40.3

*Age attained during calendar year 1961

Department of State NEWS LETTER

No. 4 August 1961

The Department of State News Letter is published monthly by the Bureau of Administration to acquaint the Department's officers and employees, at home and abroad, with developments of interest which may affect operations or personnel.

The deadline for submitting material for publication is the 23rd of each month.

Contributions from the field may be submitted by an Operations Memorandum with the subject title: News Letter.

In the Department, contributions should be in writing and addressed to the News Letter, Bureau of Administration, Room 6805.

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THE COVER--Participants in a ceremony on August 1 marking the 15th anniversary of the Fulbright Act are shown at the White House. Senator Fulbright stands to the President's right. Story on page 17.

Department Issues New Instruction On Representation Allowances

The Department has directed Chiefs of Mission "to assume personal control of the direction of representation activities," and the use of representation funds allotted to their posts.

Issuance of the new order is another step to carry out Secretary Rusk's pledge to a House Appropriations Subcommittee to review "means of assuring the best utilization of the funds made available to us." Earlier the Secretary had ordered a revision of representation activities in connection with overseas Fourth of July ceremonies.

The new directive and policy guides on representation allowances were embodied in a circular instruction from the Department to all American Diplomatic and Consular Posts.

"...Responsibility is placed on each Chief of Mission to ensure effective control, common sense, and good judgment in the use of representation funds," the instruction stated.

The instruction pointed out that "representation funds are made available to further United States foreign policy objectives."

"Effective use will require, in all cases, organized review and carefully thought out decision," the instruction continued.

"Representation funds can be used for any purpose specified by the Ambassador which is not specifically prohibited by law or regulation."

At the same time it was indicated that the Department's regulations would be revised.

Separate limitations heretofore placed on representation allotments are to be eliminated.

The Regional Bureaus will advise each Embassy of a lump-sum allotment for representation and the Department will rely on the Chief of Mission to allocate the funds among all the posts and officers under his jurisdiction "on the basis of advanced planning and as the need is determined."

Chiefs of Mission were requested to inform all subordinates of the new policy guides.

"This means that they are not to expect, demand or seek reimbursement for local contacts which will make them more effective in doing their daily tasks unless such contacts and activities have been judged to come within the criteria of this general policy," it was explained.

Adding that overseas American employees and their dependents make hundreds of daily contacts with foreigners at all levels and of many types, the instruction noted that if these contacts are made with understanding and empathy the United States Government can reap the advantage "of untold thousands of dollars worth of good will without direct cost to the taxpayer.

"This is as it should be. This is one of our functions abroad. The reimbursement for representational-type activities is not intended as a reimbursement for social activities."

Cultural Exchange Talks Held by U.S. - Soviet

Two officials of the Soviet State Committee for Cultural Relations with Foreign Countries were in Washington, July 27-August 1, for discussions with Department of State officials. They reviewed problems in the field of exchange, and held preliminary talks concerning a possible new exchange agreement for the calendar years 1962-1963. While in Washington, the Soviet visitors called on officials dealing with international cultural and informational activities, including Assistant Secretary of State for Educational and Cultural Affairs Philip H. Coombs, and Acting Director of the United States Information Agency Donald M. Wilson. Detailed discussions on exchanges were conducted for the Department of State by Frank G. Siscoe, Director, Soviet and Eastern European Exchanges Staff.

Age Limit Removed On CM And CA Appointments

The Department has removed the age requirement for promotions to Career Minister and Career Ambassador.

Effective June 28, the regulations governing promotion to Career Minister were amended by the deletion of the words, "usually after attaining the age of 50 years or more."

The requirement that officers promoted to Career Ambassador should normally be in their late "fifties" was also deleted, and the numerical limitation on Career Ambassadors was changed from 10 to 12.

The new regulation on promotions to Career Minister provides that:

The class of career minister will be reserved for those relatively few officers from class 1 who have consistently demonstrated outstanding ability in discharging the most responsible and difficult duties connected with the conduct of the Nation's foreign affairs and who are qualified and available for interchangeable assignments to the most important positions at posts abroad and to key Departmental positions up to and including those at the Deputy Under Secretary level.

The revised regulation on Career Ambassador promotions follows:

The class of career ambassador, as the highest honor available in the career Foreign Service, will be limited at any one time to not more than 12 officers from the class of career minister who have rendered exceptionally distinguished service to the Government which, when compared with that rendered by all other qualified officers, justifies according them this distinction.

A MESSAGE TO MEMBERS OF CONGRESS

Secretaries Rusk and Dillon State The Case for Foreign Aid

The following is the text of a joint letter sent by Secretary of State Dean Rusk and Secretary of the Treasury Douglas Dillon to each member of Congress in support of the foreign aid program requested by the President. It answers questions raised by the Congress:

July 18, 1961

The Congress will shortly be acting upon legislation authorizing the continuance of the foreign aid program and on appropriations to carry it forward. We believe that the passage of the foreign aid legislation as requested by the President is of such critical importance to our national interest that we are taking this unusual step of communicating with you personally regarding certain key questions that have been raised during the Congressional hearings.

Are the Sums Requested for Foreign Aid Necessary?

The continuance of economic and military assistance on the scale proposed by the President is compelled by our commitment to our own freedom and to the building of a decent world order. With respect to economic assistance, nations old and new are struggling along the path from formal independence into nationhood and are determined to have the benefits of modern civilization. If the democratic world does not help them, the Communists will leap aboard this great revolution of freedom, seize it, direct it to their own ends, and make it the instrument of their limitless imperialist ambitions. We will be false both to our own national interest and to our obligations to others if we allow this to happen.

With respect to military assistance there is an inescapable partnership between economic and social progress on the one hand and conditions of essential security on the other. The Communists continue to use internal subversion, paramilitary action and the shadowing threat of military attack to bring other peoples under their domination. In this way they threaten the peace of the world and the security of our own nation. Under these circumstances we must continue our military assistance program. Minimum levels of safety require the sums requested.

Why Is Borrowing Authority Important to the Aid Program?

For two reasons:

First, if the United States is to be of substantial help to the less developed nations in their efforts to meet the demands of their people for economic growth, it will be imperative in many cases to provide assurances that our loan aid will be forthcoming in known amounts over a period of several years--that is, to make long-term commitments. Such assurances are vital in helping the recipient countries to make the hard political decisions involved in self-help measures and internal reforms necessary to economic and social progress. Moreover, our ability to pledge aid in advance will be a significant factor in obtaining assurances of contributions from other industrialized nations.

Second, for the United States to be able to give these essential assurances of aid over a period of years, it will be necessary to free our development lending program from the difficulties of working under the uncertainties inherent in annual requests for funds. It must be put on a basis where there can be reasonable assurance of the availability of known levels of funds over a reasonable period of years, against which forward commitments may be made. Borrowing authority is the customary method used by Congress to finance United States Government lending agencies which must make such forward commitments. It is the established, practical means by which this crucial need of the aid program can be met.

Is Borrowing Authority Fiscally Irresponsible?

The answer to this question is categorically "no." Borrowing authority has been used by the Congress to finance more than 20 Federal lending activities, beginning with the Reconstruction Finance Corporation in 1932 and continuing through action by the Congress in the current session in the Area Redevelopment Act, the Veterans Loan Act and the Housing Act. Borrowing authority would not require an increase in the public debt or borrowing from the public any more than any other form of funding. Whether such an increase may be necessary will depend at any given time on the over-all receipts of the United States Government as

AT LISBON--Ambassador C. Burke Elbrick (right) presents on June 26 a 20-year Length of Service Award to Adolfo de Oliveira, a local employee. J. Alfred LaFreniere (left), Principal Officer at Oporto, was presented with a $100 cash award for his employee suggestion.

compared to its over-all expenditures. Thus, the effect of the aid program on the public debt would be exactly the same whether the program were funded by borrowing authority or by annual appropriations. Activities under the borrowing authority would be included in the annual budget just as they are for the more than 20 existing activities now financed through borrowing.

The request for borrowing authority made four years ago by President Eisenhower, Secretary Dulles, and Under Secretary Herter for the Development Loan Fund was made at a time when it was intended that the DLF should make loans repayable in local currencies. It should be noted that under the new program loans would be repaid only in dollars.

In sum, we are convinced that borrowing authority for long-term development lending is fiscally sound and represents the most efficient and least costly method of providing development assistance.

Would a Multi-Year Authorization of Appropriations Do?

No. Such an arrangement still would not provide the needed basis to give reasonable assurances of funds for future years in cases where this would be important. Such an authorization would not provide Congressional authority for advance commitments. The future availability of United States funds would still be subject to annual appropriations in amounts which could be known for only one year at a time.

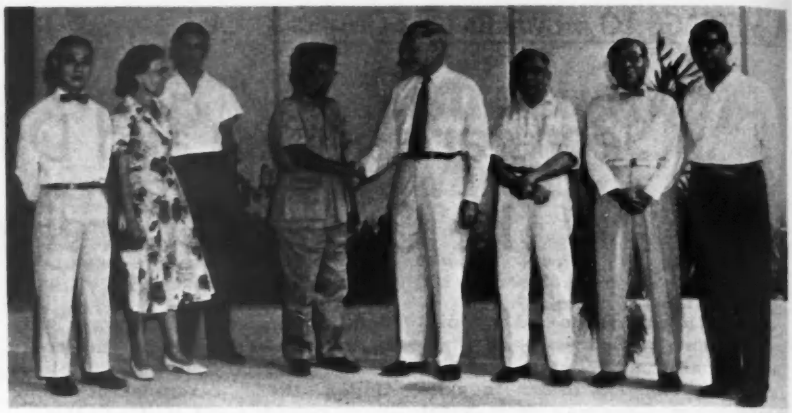
The nature of the annual appropriations process simply does not provide the reasonably assured availability of future funds for development lending required by other nations if they are to undertake long-term development programs dependent on the future receipt of agreed amounts of funds. This need would not be met even if, for example, it were to be agreed that funds should be made available by borrowing authority authorized by legislation--but only on an annual basis. Such an arrangement would still not provide the Congressional authority required to make the needed advance commitments.

Would Borrowing Authority Deprive Congress of Control?

No, it would not. The President is asking the Congress to exercise its power to make a national decision that the United States will participate in the process of development for a realistic period of five years. This action will announce a national policy of the greatest significance. The President's proposal does not ask for any reduction in the control of Congress over the aid program except in the single essential that Congress itself will establish a policy that a specific amount of funds will be available for a stated period unless reasons of sufficient consequence arise to curtail or revoke them.

Within this single premise the proposed statute does everything reasonably possible to preserve to the Congress effective control. The proposed statute does not ask that the funds be made available all at once but only by annual increments. It would establish criteria for their use. Quarterly reports are to be made. Standards for loans will be set by an inter-agency loan committee. All grant aid will still be the subject of annual aid legislation which will be presented to both the authorizing and appropriating committees. During this process all development lending operations will also be reviewed. The Congress could take action in the annual aid bill or at any other time during the year upon the basis of the quarterly reports to change the lending criteria and other provisions covering loans or to curtail or even to end the borrowing authority or any part of it.

It is important to realize also that the proposed legislation makes the new lending program subject to the provisions of the Government Corporation Control Act, now generally applicable to existing Government lending activities financed by borrowing authority. Under these provisions, the Executive Branch will submit each year to the Appropriations Committees of the House and the Senate for approval a budget program containing estimates of operations for the following fiscal year.



VETERANS IN MALAYA: This picture, made on the occasion of the opening of the new U.S. Consulate General Building at Singapore shows William P. Maddox, U.S. Consul General, congratulating a group of local employees of long service. Left to right: Kenneth Tan (15 years), Mrs. Ruby Norris (23 years), Claude Oliveiro (36 years), Kesot bin Dawan (41 years), Mr. Maddox, Gabriel Perera (39 years), Chan Kwang Chia (33 years), and Matthew J. Chandy (15 years).

What Advantage Would Borrowing Authority, Subject to Such Controls, Have?

It would have a very significant advantage. It would create a strong presumption, which does not exist under the present system, that funds in known amounts would be available for the continuation of the program, even though the Congress could take later action to the contrary. The developing nations will feel safe in the conviction that the Congress, once having asserted its policy, will not reverse it unless it finds that the purposes of the legislation are not being fulfilled or that other circumstances of an exceptional nature make such action necessary.

Can We Afford Foreign Aid in the Amounts Needed?

Certainly. The funds requested for Fiscal Year 1962 will be less than one percent of our gross national product. In fact the dangers and potential costs of any alternative are so great that we cannot afford not to carry on our aid program at the level needed for its success.

We sincerely hope that this letter will help to resolve the principal questions with which the Congress seems to be concerned in the President's proposals for the new foreign aid programs. We urge you to support the President's request for authority and for funds and to make it possible for our Government to act with assurance and continuity.

SUPPLEMENTAL REQUEST

Additional Amount Sought By Department For FY 62

Proposed Appropriations Include Funds For Mutual Security Activities

The Department is seeking an additional $13,281,150 for Fiscal Year 1962.

President Kennedy included that amount in a consolidated submission to the Congress of proposed supplemental appropriations.

The $13,281,150 includes:

$6,975,000 to provide funds for the Department's assumption of certain activities previously financed from Section 411(c) of the Mutual Security Act of 1954, as amended, and for new or additional activities under regular operations of the Department.

$48,000 for representation allowances to further the objectives of the United States in carrying out the foreign assistance programs, both economic and military.

$106,000 to finance delegation costs for NATO conferences. In prior years this activity was financed from the Mutual Security Program administrative expenses.

$4,000,000 to carry out the President's recommendation for United States participation in the preservation of Ancient Nubian Monuments.

$1,935,000 for Missions to International Organizations, including $1,869,000 for expenses of the U.S. Mission to the North Atlantic Treaty Organization (NATO), and the Organization for Economic Cooperation and Development (OECD), and $66,000 for the Development Assistance Group. These items were previously financed from Mutual Security funds.

$217,150 to be transferred to the General Services Administration for the additional amount required to acquire land to be donated to the Pan American Health Organization for use as a headquarters building site in Washington.

In addition to the submission of the Department's supplemental request for additional Fiscal Year 1962 funds, the President advised the Congress of a proposed amendment to the regular 1962 budget involving a reduction of $2,843,000 for the Department in connection with the appropriation for the Center for Cultural and Technical Interchange Between East and West.

In its regular 1962 budget, the Department initially sought $9,693,000 for the East-West Center. The House Appropriations Subcommittee, at the request of the Department, deferred action on this item, and the Department's appropriation was approved by the House without any appropriation for the Center. The revised estimate totals $6,850,000.

The major item in the new supplemental--$6,975,000 for Salaries and Expenses--includes $3,912,000 for Mutual Security Act administrative activities which are to remain a responsibility of the Department by directive of the President.

The $3,912,000 would finance Program Coordination, Policy Guidance and Review ($2,973,000) and Mutual Defense Assistance Control Act ($939,000).

The request does not constitute an actual increase in funds to the Department but represents a shift in funding from the Mutual Security appropriation to the Department of State's Salaries and Expenses appropriation.

The shift results from the reorganization of the foreign assistance programs recommended by the President's Task Force on Foreign Economic Assistance. The Department's administrative activities in this field, formerly funded by provisions of the Mutual Security Act, are not included in the new aid appropriations.

Actually, the Office of Budget reported, the supplemental request represents a decrease of 27 positions and $269,916 below the amount included in the Fiscal Year 1961 appropriation for the same activities.

The remainder of the $6,975,000 Salaries and Expenses item--$3,063,000--is required to provide for new or additional activities under the regular operations of the Department which were unforeseen at the time of the initial estimate and which were considered to be of sufficient importance to warrant a supplemental appropriation request.

These activities include the purchase, installation and maintenance of voice encryption equipment; increased courier service for expanded operations in Africa; leased wire service to Hawaii and Cairo; increased communications staff; the new operations center, and increased efforts in the fields of protocol, politico-military affairs, economic affairs, and legal affairs.

FBO Director Surveys European Post Needs

Building problems at a dozen European posts are being studied first hand this month by James R. Johnstone, Deputy Assistant Secretary for Foreign Buildings, and Thomas F. Flaherty, Area FBO Officer for Europe.

They left Washington on July 26. Their itinerary and the problems to be reviewed follow:

LISBON--Continuing Embassy residence problem. Present residence now leased.

MADRID--Continuing Embassy residence problem. Present residence now leased.

GENEVA--Examination of proposed Embassy site and conversations with authorities on possibilities of acquiring the site within a reasonable time.

STUTTGART, FRANKFURT, AND BONN--Plittersdorf exchange problem. Examination of apartments and houses to be obtained in exchange for apartments.

WARSAW--Office building project and acquisition of embassy residence site.

MOSCOW--Office building project. Examination of area to see if a building site can be turned over to the U.S. Government at a future date if so desired.

HELSINKI--Office building design problem.

ANTWERP--Possible sale of principal officer's residence and proper utilization of office building.

PARIS--Residence and office building matter.

LONDON--Office building construction project.

DUBLIN--Embassy office building project and possible need to line up quantity surveyor.

OLD HAND TAKES NEW LOOK

Inspection Procedures Due For "Drastic" Surgery

By GERALD A. DREW
Inspector General
Foreign Service Inspection Corps

Gerald A. Drew

Happily gone are the days when the Foreign Service image of the inspector was something of a cross between Scrooge, Torquemada, and Big Brother, who swooped out of the underbrush onto the trembling Consul, locked the doors, checked the fee stamps, and counted the cash. Today, I like to think the image approaches the friendly "father confessor," bearing at least a faint resemblance to a jovial St. Nick who comes more as friend than as foe.

The history of the Inspection Corps dates back to the Act of April 5, 1906, which provided for the appointment of five inspectors of consulates to "make such inspections of consular offices as the Secretary of State shall direct." The inspection function has been perpetuated in successive legislative acts, in particular the Rogers Act of 1924 and the basic legislation now in force, the Foreign Service Act of 1946, which provides in part in Section 681 that "the Secretary shall assign or detail Foreign Service officers as Foreign Service Inspectors to inspect in a substantially uniform manner and at least once every two years the work of the diplomatic and consular establishments of the United States."

Prior to the expansion and strengthening of the Inspection Corps which began shortly after the close of World War II, inspectors were few in numbers, at times only one or two officers actually carrying on that function, and their role was much closer to that of a policeman than is now the case. Inspections normally came as a surprise to the personnel of the office inspected, even though the grapevine did frequently give some advance warning of the advent of the inspector. The former concept of the inspection operation was basically fiscal and administrative, largely concerned with the good conduct of the members of the staff, the accuracy of the cash account, and the discovery of any dirt which might have been swept under the rug.

Starting with the post-war trend in the expanded Service and the "new look" in the Inspection Corps, there has been a continuing effort under a succession of Chief Inspectors and Inspectors General to recruit a substantial proportion of inspectors with broad administrative, economic, or political backgrounds who would be concerned principally with the over-all role of the Foreign Service establishment rather than exclusively with the minutiae of housekeeping details. Constant emphasis has been placed on the importance of observing the "big picture" to ascertain whether the diplomatic or consular establishment is effectively accomplishing its mission and is performing its work efficiently and economically and obtaining maximum utilization of personnel assigned to the establishment.

Inspectors no longer come as a surprise. On the contrary, the Inspector General normally notifies the Principal Officer at the post 60 days before the approximate date of the inspection. Together with this notification, the Principal Officer is provided with instructions to assist him in preparing for the inspection, including the preparation of the "Statements to Facilitate Inspection."

It is regrettably true that over the years the inspection operation has become increasingly burdensome on the post and demanding of the time and effort of the inspectors. I shall not endeavor here to analyze the cause, but apparently the demands of end-users are insatiable. This tendency has resulted in building up an almost intolerable burden on all concerned.

Consistent with the policy of Secretary Rusk and his principal advisers, the headquarters of the Inspection Corps is now engaged in performing drastic surgery on the inspection machinery which it is hoped will greatly reduce the workload on the post and give the inspectors more time to carry out their basic role as counselors and advisers to the Principal Officer and the key members of his staff.

It is planned that the old "Statements to Facilitate Inspection" would be scrapped and replaced principally by a check list, which the post would review prior to the arrival of the inspectors with brief "yes" and "no" type answers, and a brief statement of local problems for submission to the inspectors. On arrival at the post the inspectors would review the check lists described and work with the posts to solve any problems it may have identified. The inspector's report to the Department would primarily consist of his evaluation of the effectiveness, efficiency, and economy of post operations, and a brief review of problems identified at the post, together with the inspector's recommendations to both the post and the Department. The papers intended to put this new system into effect are well along, after submission to end-users throughout the Department.

The new system will be tried out in certain selected posts during the last half of 1961 and, subject to any revisions found necessary or desirable on the basis of these field trials, will probably be put into effect following the inspectors' annual meeting in January 1962. It is hoped that the new procedure will make inspection reports much more meaningful to both the post and the interested units of the Department and increase the overall effectiveness of the inspection operation.

In addition to the post inspection which has been described, an equally important task of inspectors is the preparation of efficiency reports on American personnel. Prior to arrival at the post, questionnaires are distributed to be filled out by personnel, for delivery to the inspector, with the explici

Inspection Schedules For 1962 In Preparation

understanding that information contained therein will be treated as confidential material by the inspector and disclosed to no one at the post. After his survey of the post operation, including scrutiny of the reports prepared by reporting officers and examination of the work of other personnel, the inspector normally conducts one or more private interviews with personnel on whom the efficiency report is being prepared. Under existing instructions, the inspector is required to discuss the contents of the report with the ratee and to record his comments or reaction.

Members of Selection Boards have, over the years, uniformly found inspectors' efficiency reports to be among the most useful components of personnel folders on which performance evaluation is based. This is understandable when one considers that inspectors, in the course of their tour of two or three years, have a unique opportunity to interview and evaluate a much larger number of personnel in a given class or performing a stated function and are thus able to establish a much broader base for comparison than the average reporting officer, whose opportunity for such comparison is much more limited. Furthermore, it is only logical that an inspector feels freer to be frank and outspoken in his comments on the ratee.

The Inspection Corps began the Departmental inspection program in 1956, following the decision to implement the integration program recommended by the Wriston Committee. Performance ratings in existence on Departmental officers were inadequate in comparison with the detailed efficiency reports on Foreign Service officers. Accordingly, the newly integrated officers suffered by comparison when existing personnel and performance files were considered by promotion panels. This deficiency led to the establishment of several teams of special inspectors to rate all integrated officers then serving in Departmental positions. This monumental task of writing some 1,400 efficiency reports was completed by these inspectors in about six months.

It then became evident that a continuing domestic inspection of the Department's organizational units would serve a useful purpose. Existing regulations covering field inspections were amended to give the Inspection Corps responsibility for inspection of the Department. A team of three senior officers began pioneering in this field in 1956 by inspecting the Foreign Service Institute. This operation took four months, during which time several methods of evaluation of performance and procedures were tried, and a form of inspection was evolved which still serves in some ways as a model for use in other Departmental units. Many field inspection procedures are inapplicable to Departmental inspections, and the Department's bureaucratic complexities and personnel and interagency relationships have frequently required the development of entirely new inspection procedures.

An inspection of a Departmental unit entails the thorough, systematic and comprehensive examination and evaluation of its performance, organization and operation, its economic utilization of manpower, equipment and space, as well as attention to the efficiency and morale of its personnel. The preparation of efficiency reports on all Foreign Service personnel assigned to the Department continues to be an important part of the Departmental inspection. While the inspector does not normally have an opportunity to observe the Departmental personnel at social functions, he does hold interviews with them, scrutinize their work, and discuss the individual with his co-workers throughout the Department.

Originally, it was intended that the first round of domestic inspection of all Departmental units would be completed within two years, as is done in the field. But after five years we are barely on the threshold of beginning the second round of domestic inspections. Some jokingly attribute this pace to "domestics" being slower than "field hands." But domestic inspectors have always been fewer in number, now numbering six officers, and the pattern for domestic inspection has frequently had to be painfully evolved to meet special situations, while field inspections have long since fallen into more of a standard pattern.

The position of Foreign Service Inspector is one which has few equals in its importance to the Foreign Service and the Department of State. Officers are personally chosen by the Inspector General from the ranks of the Foreign Service. The personal and official reputations of candidates are subjected to the most searching scrutiny. Personnel records are examined in detail; friends and colleagues of officers being considered are consulted; the opinions of senior officers of the Department are sought. Officers appointed to the Inspection Corps are considered among the most outstanding in the Service in terms of their ability, soundness of judgment, broad and balanced experience, personality, conduct, integrity, and physical stamina.

Thus, the appointment of an officer to the position of Foreign Service Inspector is no accident of government process. The standards and reputation of the Inspection Corps are high. Those appointed to it may rightly be proud that they have been chosen to help maintain and enhance them.

The inspection headquarters, O/FI, is now engaged in preparing inspection schedules for 1962. The areas to be inspected will cover, in general, Canada, the West Coast of South America, Central America, the Iberian Peninsula, all Near Eastern and South Asian countries, the newly established diplomatic missions in Africa, and most of the Iron Curtain countries. It is expected that 123 posts will be inspected and efficiency reports submitted on some 2300 personnel. This task will be carried out by either seven or eight teams, each one consisting of two inspectors.

I am sure that much of the foregoing information is already familiar to readers of the News Letter. However, I want to take advantage of this opportunity to stress to all personnel in our Foreign Service that they regard inspectors as friends. If I may offer any advice, it is to relax, act natural in your contacts with the inspectors, tell them your problems if you have any, and reveal freely your hopes and aspirations for your future in the Service. Don't go out of your way to extend them formal entertainment, but if you have a chance to have them in your home abroad as one of the family, do so. Happily, the results of their inspection and interview with you may well further your career in the Service.

GILT ON BRASS

Department Would Welcome Gifts Of Fine Art Objects

One of the more uncommon things in life today is an ormolu candelabrum. The State Department has found this to be true. In fact, it is making an appeal to public-spirited owners of such decorative pieces either to loan or give them to the Department to complete its present set of such candelabra for use at state dinners.

For the sake of the uninitiated, ormolu is gilt on brass, looking very much like gold, and the present State Department collection probably belongs to the Empress Eugenie era (1853-1871). The pieces were borrowed from the Smithsonian which received them from two sisters, Mrs. B. H. Buckingham and Miss Isabel C. Freeman, society leaders who died in 1919.

The grouping consists of an elaborately decorated punch bowl, surrounded by golden cherubs; a pair of ornate 10-branched candelabra; a number of individual, highly decorated candelsticks; a pair each of one- and two-tiered compotes; and four more pairs of gilt stands holding glass bowls.

The ormolu candelabra are a concern at present--one pair is not nearly enough to grace the U-shaped banquet table in the state dining room, which seats 124 guests.

The need for additional candelabra is only the beginning of the Department's concern with proper furnishings for its eighth floor diplomatic functions area. The major concern now is the drawing room which needs additional furniture originals of the 18th Century.

According to the Office of Protocol's Deputy Chief, Clement E. Conger, the room needs two Chippendale sofas, mirrors, and historical paintings typical of 18th Century American drawing rooms.

On display during the state dinner for Sir Abubakar Tafawa Balewa, Prime Minister of Nigeria, were two mirrors of the George I era. Regally framed in carved and gilded wood, they are 18th Century originals, and may be available to the Department for subsequent use.

Already gracing the drawing room are portraits of George and Martha Washington by Rembrandt Peale, gifts of Mr. and Mrs. Miklos Sperling.

Ten crystal chandeliers, the gift of Secretary of the Treasury and Mrs. C. Douglas Dillon, bring old world elegance into the stately diplomatic reception and dining rooms.

At least one American Embassy has been fortunate enough to receive collectors' items from a generous donor. An attractive group of objets d'art has been given to the Government by former Ambassador John Hay Whitney for display in the Embassy in London.

It is hoped that other generous and public-spirited citizens also will want to give museum pieces and other treasured objects to the Department of State to enhance both the State Department Building and U.S. Embassies abroad.

End Of A Short Era--Green Room Is Gone

No longer will the State Department's eighth floor diplomatic reception rooms be known by such familiar nomenclature as the "green," "marble," and "dining" rooms.

Secretary Rusk has stated a preference for naming the three rooms after three outstanding Americans, prominent in the nation's early history--one President, one Secretary of State, and America's first Ambassador.

The green or drawing room will be known as the John Quincy Adams room; the reception or marble room will bear Thomas Jefferson's name, and state guests will dine in the Benamin Franklin room.

The new names were used for the first time at the state dinner given by Secretary Rusk for Sir Abubakar Tafawa Balewa, Prime Minister of Nigeria.

BORROWED FROM THE PAST: These rare ormolu candelabra, on loan from the Smithsonian Institution, will be used in the diplomatic entertainment area of the State Department. Gracing the picture is Miss Virginia Yoder, summer employee and student at the College of William and Mary.

U.S. Sends Large Delegation To Inter-American Meeting

The United States was represented by an unusually large delegation at the Special Meeting of the Inter-American Economic and Social Council (IA-ECOSOC) held at Punta del Este, Uruguay.

Secretary of the Treasury Douglas Dillon headed the delegation which included 36 officers from Government departments and agencies and several Congressional delegates.

Robert F. Woodward, Assistant Secretary of State for Inter-American Affairs, served as Vice Chairman.

The delegation left Washington August 3 by Air Force jet. En route to Uruguay, they made an overnight stop at Brasilia, Brazil. The meeting at Punta del Este began August 5.

In announcing members of the delegation, the Department said:

"On March 13, 1961, President Kennedy proposed to the people of the Western Hemisphere an 'Alliance for Progress' in a vast cooperative effort to satisfy the basic needs of the American people for homes, work and land, health and schools.

"He called for a meeting at the ministerial level of IA-ECOSOC to begin the massive effort to meet this challenge. This Special Meeting will be concerned primarily with the development of the mechanisms to set in motion within the countries of Latin America an economic and social development program and to determine the procedures necessary for its subsequent implementation."

Other principal members of the delegation are:

deLesseps S. Morrison, U.S. Ambassador to the Council of the Organization of American States, who was a special adviser to Mr. Dillon. Mr. Dillon served as both the U.S. Delegate and Chairman of the Delegation.

Alternate Delegates were Edwin M. Martin, Assistant Secretary of State for Economic Affairs, and John M. Leddy, Assistant Secretary of the Treasury.

Other members of the delegation, designated as Advisers were:

W. Michael Blumenthal, Deputy Assistant Secretary of State for Economic Affairs.

Kermit K. Brown, Office of the Assistant Director for Latin America, United States Information Agency.

Rowland Burnstan, Assistant Secretary of Commerce for International Affairs.

Philip H. Coombs, Assistant Secretary of State for Educational and Cultural Affairs.

Dixon Donnelley, Assistant to the Secretary of the Treasury for Public Affairs.

John P. Duncan, Jr., Assistant Secretary of Agriculture for Marketing and Foreign Agriculture.

Richard N. Goodwin, Assistant Special Counsel to the President.

Lincoln Gordon, Consultant to the Secretary of State.

Charles R. Harley, Chief, Latin American Division, Office of International Finance, Department of the Treasury.

Raymond A. Ioanes, Deputy Administrator, Foreign Agricultural Service, Department of Agriculture.

Jacob J. Kaplan, Assistant Coordinator for Programming, Office of the Deputy Coordinator for Foreign Assistance, Department of State.

Ralph V. Korp (Technical Secretary), Latin American Division, Office of International Finance, Department of the Treasury.

George W. Landau, First Secretary, American Embassy, Montevideo.

Winston Lill, Office of the U.S. Representative on the Council of the Organization of American States.

Harold F. Linder, President and Chairman, Export-Import Bank of Washington.

Herbert May, Treasury Attache, American Embassy, Rio de Janeiro.

Arturo Morales-Carrion, Deputy Assistant Secretary of State for Inter-American Affairs.

Herbert F. Propps, Commercial Policy and Treaties Division, Department of State.

C. Douglas Dillon

Alexander M. Rosenson, Alternate United States Executive Director, Inter-American Development Bank.

Mrs. Nancy Ruggles, Consultant, Office of the White House.

Richard Ruggles, Consultant, Office of the White House.

Richard C. Salvatierra, Deputy Assistant Director for Latin America, United States Information Agency.

Arthur Schlesinger, Jr., Special Assistant to the President.

Charles J. Shohan, Export-Import Bank of Washington.

Edward J. Sparks, United States Ambassador to Uruguay.

James W. Symington, Deputy Director, Food for Peace, Executive Office of the President.

William V. Turnage, Director, Office of Inter-American Regional Economic Affairs, Department of State.

Simon N. Wilson (Technical Secretary), Officer in Charge of Inter-American Organizations and Conferences, Office of Inter-American Regional Political Affairs, Department of State.

Additional members of the delegation:

Thomas W. Wolfe, Director, Executive Secretariat, Department of the Treasury, who served as Technical Officer.

Richard I. Phillips, Public Affairs Adviser, Bureau of Inter-American Affairs, Department of State, who was the Public Information Officer.

Henry E. Allen, Office of International Conferences, Department of State, who served as Secretary of the Delegation.

AMBASSADOR STEVENSON SAYS:

Democracy Must Move Fast To Aid Latin America

Ambassador Adlai E. Stevenson brought home from his South American trip new evidence of the need for a prompt demonstration of the capacity of democracy "to bring men's hopes to reality."

The Ambassador found communism an increasing threat in Latin America and "was surprised to find the notion persisting even in some high government circles that the United States and Cuba are engaged in a purely bilateral quarrel capable of mediation."

In a report to Secretary Rusk on July 24, Mr. Stevenson said he had pointed out on his trip that the United States has less to lose from the sovietization of Cuba than Latin America; that the immediate potential victims are the structurally vulnerable Latin American democracies, and that they are already the objects of indirect communist aggression.

"The realism and vision of Latin America's statesmen is such that they will not fail to face these truths," said Mr. Stevenson. "However, recognition of the threat from Cuba translated only into political or economic action against its government, might well increase rather than eliminate the communist threat by investing Fidelismo with an aura of martyrdom.

Action as Opposed to Words

"Such recognition must, most importantly, be translated into acts on the home front to eliminate the attraction of Castro-communism for ordinary people who want action—as opposed to fine words—on problems they feel in their flesh and bones.

"Democracy must be given meaning," the Ambassador said. "Negative postures—as drawing attention to the sovietization of Cuba, to the establishment there of a police state apparatus of terror, to the perversion of Castro's originally stated revolutionary objectives—are not likely to counterbalance among the underprivileged even the slimmest evidence that the Cuban peasant has acquired a place in the sun; that, however little the guajiro may actually have gained materially, the gulf between him and the rich has greatly narrowed by the elimination of the rich. These are things that have meaning for the hopeless poor.

"Communism and its alter-ego, Castroism, thrive on urban slum conditions and on rural insecurity. The poor in the cities and the countryside, who are no longer passive politically, must see reasons for hope in life under free institutions. When they do, the statesmen of the Americas will be more free to plan for the long-term development of their countries without being distracted by fears of rebellion and revolt.

Frank Discussion

"When they do," continued the Ambassador, "Latin American statesmanship will flower and the American nations will enjoy unity based on self-confidence and pride of achievement. We cannot look for strong brothers-in-arms to the south of us against a common enemy as long as any of our fellow American nations are sapped by stagnation and social decay.

"Frank discussion of these facts characterized my consultations with South American leaders. I believe the effects of our exchanges of ideas will become increasingly apparent as the months pass."

Mr. Stevenson found statesmen in all the countries he visited on his 18-day, 18,000 mile journey "alert to the basic issue," but he warned:

"...if democracy, if a system of government predicated on the equality and dignity of man, of and by and for free men, is to prevail, it must demonstrate quickly and convincingly its capacity to bring men's hopes to reality.

Democracy's Concern

"In other words, democracy must demonstrate everywhere that its concern is the physical and moral welfare of all the governed, with complete social justice, and that democracy's efforts are centered on ensuring that welfare.

"Virtually all with whom I spoke recognize the need for maximum self-help and for the closest cooperation by all the countries with each other and with the United States. In all the governments I found consciousness that theories of economic and social and structural reform must be translated into action; that prompt results are required; that the old societies must change; that the mold of the past has been broken by events, by the revolution of rising expectations that is sweeping the world; that the gulf between the rich and poor, between the over- and underprivileged must be bridged and filled in...

South America's Leaders

Mr. Stevenson noted that "South America's leaders have traditionally come from land-owning or propertied classes long unburdened by taxes." In this connection he said:

"Demagogues capitalize on this circumstance to incite the impatience of the underprivileged by asking whether it is reasonable to believe that such men will effect the tax and land reforms prerequisite to the health of their countries' social structures. I am an optimist. I find it no more unlikely that South America's leaders are enlightened and energetic in these respects than that men from privileged families should have played a great part in launching and in keeping in motion the United States' own continuing revolution.

"A problem to be resolved country by country is to determine on a basis of national, not class, interests the optimum speed at which tax and land reform can be effected without bringing about the collapse of individual country economies. Here is a rich field for cooperation between countries, both within and without the hemisphere. Ex-

perience gained elsewhere in recent years can reveal what fears are unfounded, what plausible theories are dangerous.

"Each country must establish priorities for the changes required. In some, a concerted attack must be made on structural faults, in some on economic stagnation, in others urban areas need emergency attention, in still others the rural populations demand and deserve relief from age-old inequities...

"Perhaps the most urgent task ahead is to stimulate the confidence of the people, to enlist the cooperation of all classes in each country. The underprivileged have been caught up in the winds of change. They are tired of promises. They want action, results, not for their grandchildren but for themselves...

"President Kennedy's proposal of an Alliance for Progress has created a profound impression throughout Latin America, the most favorable since Roosevelt's announcement of the 'Good Neighbor' policy. Without exception, Government officials and others emphasized the critical importance of making the ... meeting in Uruguay of the Inter-American Economic and Social Council (IA-ECOSOC) a 'success'...

Free World Fortress

"Need for aid is large. Desire for accelerated growth is universal. Capacity for effective use of aid is being fast augmented by systematic programming of public investment. In most cases, I have found general concepts realistic. Much long-term planning is being done and the chances seem good for turning plans into sustained development efforts--including changes in the direction of vital structural reforms. The chances will be greatly enhanced if the United States Congress will furnish the Executive with authority to make long-term commitments...

"I look forward to increasing realization that, with strict correctness, probity and sincerity on all sides, recognition will crystallize that the United States and Latin America need each other; that they can work in close cooperation to make the inter-American system, the Organization of American States, an ever stronger fortress of the free world.

"The Alliance for Progress will show the world how, when sovereign nations pool their resources, they can check disruptive forces quickly and effectively without faltering in their advance toward new horizons. Much remains to be done, much must be done by all concerned. Perhaps most essential, all must rationalize their thinking and separate domestic concerns from the larger concerns of the mutual welfare; all must grant those larger concerns the priority to which they are entitled.

"As the Alliance for Progress marches forward; as evidence becomes concrete that it is not a slogan but a road map to new achievements, it will, I believe, capture the spirit and imagination of all Americans."

TWIN VISAS were issued to the daughters of T/Sgt. and Mrs. Harry D. Lance, at the Embassy at Tokyo. The twins, Judy and Joyce, celebrating their third birthday, were presented with candle-glowing cupcakes along with United States visas. Vice Consul Ann Pomroy at right.

Selection Boards Convene Soon To Review F.S. Career Records

The Fifteenth Selection Boards are scheduled to convene on September 6 to review the records of all career Foreign Service officers.

The Boards will meet for approximately four months.

All Foreign Service officers in Classes 2 through 8 will be considered for promotion to the next higher class provided they meet the time-eligibility requirements as prescribed in 3 FAM 151.2-4. Foreign Service officers in Class 1 will be rated.

There will be one Selection Board for each FSO Class, with the exception that a combined Selection Board will consider Classes 7 and 8.

Each of the seven Selection Boards will be composed of four Foreign Service officers and one public member. In addition, representatives from the Departments of Commerce and Labor will be non-voting observers.

The membership of the panels will be announced late in August.

Eligible candidates for promotion include:

a. All Foreign Service officers in Classes 2 and 3 who will have two years in class as of September 1, 1961.

b. All Foreign Service officers of Classes 4 through 7 who will have one year in class as of September 1, 1961.

c. All Foreign Service officers of Class 8 who will have nine months in class as of September 1, 1961.

Service in class begins on the effective date of an officer's appointment to his present (FSO) class, and includes, for officers of Classes 5, 6 and 7 who have not been promoted since July 29, 1956, periods of time spent in that FSO Class in which they were serving on July 28, 1956. Officers of classes 4, 5 and 6, promoted to those classes since July 29, 1956, are considered to have service in class from the effective date of that promotion.

CONSULATE GENERAL BUILDING OPENS IN SINGAPORE

This handsome new United States Consulate General Building was opened in Singapore this summer just in time for the traditional Fourth of July reception.

Nineteen months under construction, the new four-story structure now houses all American agencies that are operating in Singapore. The exterior finish is in white granolithic cement.

A technique new to Singapore is the use of aluminum louvers placed vertically at one foot intervals around the exterior of the building to serve as sunshades. They extend from the first floor to the top of the third floor and are anodized to resemble teakwood.

Architects were Jones and Emmons of Los Angeles. The associate architect was James W. Ferrie of Singapore. Construction was under direction of the Office of Foreign Buildings, Department of State.

Facilities offered by the $1.5 million building include:

A USIS theaterette in the basement to seat 50 persons.

A ground floor library with over 50 seats. Books include 17,000 volumes in English, Malay and Chinese and more than 300 periodicals.

A special commercial library available to business firms.

A consular section for issuance of passports and visas.

Peace Corps Opens Its First Overseas Training School at Puerto Rico

The first overseas training school of the Peace Corps will be established in the Commonwealth of Puerto Rico.

Volunteers who attend this school will be midway in their preparation for Peace Corps duty. They will have completed a concentrated program of study at an American university or special state-side training site; they will be on their way to a period of further area orientation and language study in the country to which they are assigned.

The establishment of the school was announced jointly last month by the White House and Governor Luis Munoz Marin in San Juan.

Plans are for 26 days of training in community development, tropical living, first aid and leadership at the Puerto Rican school. Volunteers will continue their work in physical conditioning and the study of world affairs. The first contingent of Volunteers, the group destined for service in Tanganyika, will arrive on September 1. A small training staff, drawn from universities and secondary schools, will arrive on August 15.

Coordinator of Peace Corps activities in the Commonwealth will be Rafael Sancho-Bonet. A graduate of the University of Virginia, Mr. Sancho-Bonet did graduate work at King's College, University of London, and at the University of Madrid. In 1953 he was made Special Assistant to the Under Secretary of State for the Commonwealth. In 1959 he became Director of the Office of Protocol and the International Center.

As Director of the International Center he has been in charge of the activities of the participants under a number of exchange programs. Over 14,000 students from all over the world have participated in these programs.

The new overseas training school is located 12 miles south of Arecibo on the site of a former forestry station. Nearby villages,

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CENTRAL ISSUE DEFINED

Secretary Views Underlying Crisis As Conflict Between Free World And World of Coercion

Secretary Rusk views the central issue of today's crisis as the Sino-Soviet determination to "impose a world of coercion upon those not already subject to it."

He aptly described this as a conflict between "the world of free choice and free cooperation" and "the world of coercion." This was the Secretary's theme in a recent statement before the Senate Foreign Relations Committee and in a recent talk before the National Press Club.

"The underlying crisis of our generation," Mr. Rusk said at the National Press Club, "arises from the fact that the Soviet Union did not join the United Nations in fact, as well as in form, and lend itself to the commitments they and the rest of us made in the midst of a great war.

"The possession of power was transformed once more to ambition for more power. The capacity to defy law became a contempt for law. Doctrines were revised and adapted to promote an imperialism as old as the tragic history of man. An entire people was sealed off from the rest of the world and secrecy became a prime strategic weapon.

"The institutions of the international community were either ignored or undermined from within.

"In the process, the very language of international intercourse became distorted and contrived. 'Peace' has become a word to describe whatever condition would promote their world revolution.

"'Aggression' is whatever stands in its way. 'People's Democracy' is a term applied to regimes no one of which has been chosen by free election. Self-determination is loudly espoused but only in areas not under Communist control.

"The normally attractive word 'negotiation' is used as a weapon, for the only subjects to be negotiated are further concessions to Communist appetite. Agreements are offered, but against the background of a long and sobering list of broken promises; an agreement is apparently a rest camp, where one pauses and refits for a further advance.

"New assurances are offered in the very act of withdrawing those earlier given. Law, as one of their spokesmen put it, 'is like the tongue of a wagon--it goes in the direction in which it is pointed.' And the gains of lawlessness are cited as the 'new conditions' which justify new invasions of the rights of others.

"Neutrality is temporary, a pasture growing green for future grazing. On January 6 Mr. Khrushchev said, 'The revolutionary emergence of more and more peoples into the world arena creates exceptionally favorable conditions for an unprecedented broadening of the sphere of influence of Marxism-Leninism. The time is not far away when Marxism-Leninism will possess the minds of the majority of the world's population.' Apparently, according to one of his homely maxims, 'every vegetable has its season.'

Secretary Rusk flew to Paris early Friday morning, August 4, to attend Ministerial consultations on Berlin with the British and French Foreign Ministers. The Foreign Minister of the Federal Republic of Germany was also expected to participate in the talks.

"The underlying crisis," said Mr. Rusk, "is not an ideological conflict between 19th century capitalism and 19th century Marxism. It does not result from a bilateral conflict between the Soviet Union and the United States.

"The central issue of the crisis is the announced determination to impose a world of coercion upon those not already subjected to it. If this seems exaggerated simplicity, let us not be misled by our own reluctance to believe what they say, for on this point they have proved they mean it.

"At stake is the survival and growth of the world of free choice and of the free cooperation pledged in the charter. There is no 'troika' on this issue--it is posed between the Sino-Soviet empire and all the rest, whether allied or neutral; and it is now posed in every continent.

"The underlying crisis has shown itself in many forms--from the cynical disregard of the pledges on liberated areas, made at Yalta, to the latest threats to West Berlin. The calendar of conflict between these two dates is filled with unceasing attempts to expand an empire--some successful but many repelled by those determined to be free."

Mr. Rusk said President Kennedy has "a deep awareness of the nature of the crisis and of the actions required by the continuing struggle for freedom."

It is essential, the Secretary said, "to get on with the building of the World Community designed by the charter." It is here, he explained, that "the breadth and depth of the crisis are fully revealed and it is here that those who would not be coerced can act together for a world of peace."

Mr. Rusk cited the "essential" need to strengthen the solidarity of NATO and the Western Community and the need of the Western World to recapture the leadership of its own revolution and political freedom.

"The President," Mr. Rusk continued, "is also asking us, and other economically advanced free nations, to reassert our leadership of the revolution of economic and social progress. The world of coercion is offering tempting bait for those who are determined to shake off their misery and want. We believe that freedom and progress are historic partners and that the alleged choice between rapid progress and free institutions is false. But this we must prove. This is the meaning of the President's

Alliance for Progress which is stirring the hopes and the hard thinking of the nations of our own hemisphere...."

Mr. Rusk cited other efforts of the Administration to help less favored nations and mentioned the steps taken to establish "the basis for the greater unity of our several alliances..." He added:

"Let me conclude by saying that the agenda of our foreign relations is filled with problems requiring and getting urgent attention. If there are those looking for still waters, we are not yet there.

"We can move on with confidence if we are prepared to do what has to be done. The free world has enormous strength, including the inner strength of purposes which are deeply rooted in the nature of man.

"The world of coercion has its problems too. Dissensions within its ranks, national resistance to this modern imperialism, and a growing demand for freedom are among them. It has learned that economic aid does not buy puppets, that intimidation awakens its own resistance, that the United Nations is tougher than it thought, and that those who set out to 'possess the minds' of men have set themselves against the course of history.

"Our democracy must have its turbulent debate. Free nations will, of course, differ among themselves as they move to build a common interest out of disparate circumstances and varied responsibility. But the underlying crisis is becoming more widely understood and out of it will come the responses which men must make when their freedom is at stake."

Dr. Alexander Spoehr Heads East-West Center

Dr. Alexander Spoehr, noted anthropologist and Director of the Bishop Museum in Hawaii, has been appointed Chancellor of the new Center for Technical and Cultural Interchange between East and West at the University of Hawaii. With the appointment of the Chancellor, the Board of Regents of the University has completed a reorganization of the center following recommendations of a committee of three distinguished American educators appointed to survey the center's program, organization, and administration. The East-West Center was established in 1960 to contribute to mutual understanding between Asia, the Pacific area, and the United States.

BACKGROUND CONFERENCES

Secretary Rusk Invites Editors And Broadcasters to Briefing

Secretary Rusk invited editors and commentators of the press and the broadcasting industry from throughout the country to a Foreign Policy Briefing Conference at the Department on August 14 and 15.

The conference is one of a new series of meetings being held regionally and nationally by the Department to assist in making information on United States foreign affairs available to the public to the greatest extent possible.

The first such conferences were held in Washington last April. Since then, Secretary Rusk wrote in his letter of invitation to the August meeting, "scores of people in the communications industry have written the Department to ask that such briefings be held periodically as a means of keeping the American public informed about foreign relations developments."

"There have been recent important developments," the Secretary added, "involving such questions as Berlin, a nuclear test ban, general disarmament and the foreign aid program."

Secretary Rusk and other senior officials of the Department of State and other government agencies will take part in the conference.

State Is Developing Uniform File System

The Department is developing a uniform subject file system for use both in Washington and in the field.

Economic subjects, the first category selected for development, will be ready soon for review. The first draft of the system, and those to follow on other subject categories, will be widely distributed so that comment leading to further improvement can be obtained from many offices of various sizes, types, and geographic locations.

In the study which preceded the uniform subject file system project, more than 650 Departmental officers were visited, all posts were contacted, and a number of representative posts were visited. Some 1,700 file outlines were collected, and 1,000 persons interviewed to gain an understanding of the needs of different offices.

The results of this exhaustive survey plus the already apparent evidences of a widespread, urgent need for a uniform, flexible system prompted William J. Crockett, Assistant Secretary for Administration, to give full approval recently to the development of such a system.

The Peace Corps

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hills and lakes will be used in the training process.

The Commonwealth Department of Agriculture has given the Peace Corps permission to use the land for training purposes. The Commonwealth Department of Public Works will be in charge of whatever construction is necessary.

Not all Volunteers will use the school, which is being established on an experimental basis. For those who do, the daily training schedule will begin at 6:30 a.m. and end at 10:00 p.m.

Included in the training are four days and three nights of living and working in various villages where community development projects are being sponsored by the Commonwealth. Training will be in education, health, and construction. Several evening periods will be set aside for the discussion of the techniques used to help underdeveloped villages improve their standard of living. Also scheduled for evening discussion are case studies of the typical situations which Volunteers might encounter in their work assignments overseas. Physical training will include long hikes, some lasting for several days.

Chiefs of Mission Get New Personnel Authority

A recent revision of personnel regulations authorizes chiefs of mission to detail any employee outside the country of assignment or to transfer any employee to the Department in cases where immediate transfer is required in the interest of the United States.

Junior Officers Give a Do-It-Yourself Party for Young Foreign Diplomats

A single idea shared by two different groups resulted in a "first of its kind" party given on the Fourth of July by Junior Foreign Service Officers of the Department for their counterparts in foreign diplomatic missions in Washington.

The two groups—the Independence Day Committee and the Junior Foreign Service Officers Club—submitted their ideas to the Department's Office of Protocol, which brought them together, and acted as a third party in the venture.

The Independence Day Committee was headed by Mr. and Mrs. John Abernethy. Other members were Mr. and Mrs. Pedro Sanjuan, Mr. and Mrs. Jon Lodeesen, and Warren Robbins.

Mr. Abernethy is Special Assistant, Bureau of African Affairs; Mr. Sanjuan is Assistant to the Chief of Protocol; Mr. Lodeesen is Operations Center Staff Assistant; and Mr. Robbins is a member of the Staff of the Bureau of Educational and Cultural Affairs.

Early in the planning it was decided that special honor should be given on America's Independence Day to the representatives from the newly independent nations.

The Independence Day Committee became the task force for soliciting funds and major food items for the buffet table. Committee members made a special effort to plan refreshments which would be representative of the various parts of the United States. In response to their appeals, they received cheese from Wisconsin, salmon from Washington, fruit from California, and ham from Georgia.

On the morning of the Fourth a dedicated and determined contingent of the task force moved into the eighth floor kitchen armed with the first 20 trays of hors d'oeuvres—their task to do the last minute decorating and filling. In the group were Mrs. John Steeves, Mrs. Robert Anders, Mrs. Anthony Konchanek, Mrs. Jack Perry, Mrs. Sanjuan, Mrs. Abernethy, and Mrs. Lodeesen.

On the night of the Fourth when the guests arrived the table was covered with food: 1700 biscuits for the 200 pounds of southern ham; 1200 pastries representing the midwest; 1000 cream puffs filled with chicken salad representing the south; guacamole and chile con queso typical of the southwest; 1500 "Coney Island" hot dogs; and countless slices of Boston bread with cream cheese.

The Office of Protocol had added a new note to the decor of the state dining room—the flags of the newly independent nations lined one wall and on the opposite side were the flags of the other nations of the world.

The planned 8 to 10 p.m. affair did not break up until midnight. Attorney General Robert Kennedy cut short his holiday in Hyannis Port to attend the party. Other VIP's present were Senator and Mrs. J. William Fulbright; Representative Walter Judd; Assistant Secretary of State Brooks Hays and Assistant Secretary G. Mennen Williams.

DIPLOMATIC NICETIES: Kofi Debra, son of the Counselor of the Ghana Embassy, manages a feat that baffles many an adult--managing a full plate, a fork and an introduction at the same time. Greeting him at the Fourth of July party for young diplomats is Mrs. Jon Lodeesen.

Secretary Supports Kitchen Brigade

It isn't often that the Secretary of State appears in a sports shirt in the State Department Building; however, on the Fourth of July he was so attired when he visited the kitchen on the eighth floor to lend his moral support to the Independence Day Committee which was preparing refreshments for the party to be given that evening for all junior diplomatic officers from foreign missions in Washington.

Mrs. Rusk also visited the kitchen when she delivered her famous guacamole (avacado) dip to the Committee.

EXECUTIVE ORDER FOLLOW-UP

White House Prescribes Ethical Code Guidelines

The White House has spelled out minimum standards of conduct for Government employees.

The code was outlined in a memorandum to heads of Departments and Agencies for their guidance in the establishment of internal instructions.

President Kennedy, in Executive Order 10939, dated May 5, directed that "Each department and agency head shall review or issue internal directives appropriate to his department or agency to assure the maintenance of high ethical and moral standards therein."

The new guidelines were prepared by the Civil Service Commission with the assistance of departmental representatives, the White House memorandum stated.

The provisions apply to all civilian employees, including Presidential appointees, and may be applied "to the extent applicable" to part-time and intermittent employees, such as consultants.

The regulations of the State Department, including the Foreign Service, are being reviewed for the purpose of bringing them in line with the President's directive. It is expected that amendments will be promulgated in the near future.

The text of the White House memorandum, dated July 20, follows:

I. INTRODUCTION

The maintenance of high moral and ethical standards in the public service is essential both to efficiency in the conduct of Government business and to assuring the confidence of the public in their Government. Unwavering integrity and standards of behavior that reflect credit on the Government are required of all members of the public service.

Agencies should include in the standards of conduct which they are to provide for their employees:

a. A list of the important laws and rules on employee conduct pertinent to employees of the agency.

b. Information to employees as to how and from whom they may get additional clarification of standards of conduct and related laws, rules, and regulations.

c. Assurance that appropriate disciplinary action will be taken when employees violate laws, rules, or regulations on conduct.

II. CONFLICTS OF INTEREST

The elimination of conflicts of interest in the Federal service is one of the most important objectives in establishing general standards of conduct. A conflict of interest situation may be defined as one in which a Federal employee's private interest, usually of an economic nature, conflicts or raises a reasonable question of conflict with his public duties and responsibilities. The potential conflict is of concern whether it is real or only apparent.

It is essential that consideration be given to two key objectives: (1) ethical standards of the Federal government must be beyond reproach; (2) the Federal government must be in a position to obtain the high quality personnel needed for effective, representative government in the modern age.

There are a number of statutes which deal with conflict of interest in Federal employment. Generally, these statutes:

a. Prohibit officials from assisting outsiders in the prosecution of claims against the United States.

b. Forbid employees to assist others for pay in any matter which is before a forum of the executive branch and in which the United States is interested.

c. Restrict certain post-employment activities involving prosecution of claims against the U.S.

d. Require officials to disqualify themselves from acting in government matters in which they have a conflicting interest.

e. Prohibit outside pay for government work.

In addition to these statutory restrictions, the following general standards on conflicts of interest seem desirable:

1. Outside employment. Employees may not engage in any outside employment, including teaching, lecturing, or writing, which might reasonably result in a conflict of interest, or an apparent conflict of interest, between the private interest of the employee and his official government duties and responsibilities.

2. Gifts. No employee may solicit or accept, directly or indirectly, any thing of economic value as a gift, gratuity, or favor, which might reasonably be interpreted by others as being of such nature that it could affect his impartiality, from any person, corporation, or group, if the employee has reason to believe that the person, corporation or group—

(a) has or is seeking to obtain contractual or other business or financial relationships with the employee's agency; or

(b) conducts operations or activities which are regulated by the employee's agency; or

(c) has interests which may be substantially affected by such employee's performance or non-performance of his official duty; or

(d) is in any way attempting to affect the employee's official actions.

3. Financial interests. Employees may not (a) have direct or indirect financial interests that conflict substantially, or appear to conflict substantially, with their responsibilities and duties as Federal employees, or (b) engage in, directly or indirectly, financial transactions as a result of, or primarily relying upon, information obtained through their employment. Aside from these restrictions, employees are free to engage in lawful financial transactions to the same extent as private citizens. Agencies may, however, further restrict such transactions in the light of the special circumstances of their individual missions.

III. OUTSIDE EMPLOYMENT

In the absence of a condition distinguishing public service from private employment pertinent to the particular case, Federal employees are entitled to the same rights and privileges as all other citizens. There is, therefore, no general prohibition against Federal employees holding outside jobs if they wish to, or if they feel the economic need for doing so.

However, it is important that:

a. The employee's performance on his government job not be adversely affected by the outside work.

b. The employee's outside em-

ployment not reflect discredit on the Government or his agency.

(The question of conflict of interest in outside employment has been dealt with in an earlier section of this issuance.)

The following general standards on outside employment should apply.

1. General. Employees may engage in private outside employment, with or without compensation, provided that such employment does not, in the opinion of the agency head concerned: (a) interfere with the efficient performance of the employee's Government duties, or (b) bring discredit upon, or cause unfavorable and reasonable criticism of, the Government or the agency concerned. Where special circumstances exist, agency heads may place additional restrictions on outside employment.

2. Teaching, writing, and lecturing. Teaching, writing, and lecturing by Federal employees are generally to be encouraged so long as the laws, general standards, and agency regulations pertaining to conflicts of interest and the standards and regulations applying to outside employment are observed. These activities frequently serve to enhance the employee's value to the Government as well as to increase the spread of knowledge and information in our society. However, such activities must not be dependent on information obtained as a result of the employee's official Government position if such information is not available to others at least on request.

This provision does not, of course, prevent the head of the agency from authorizing an employee to base his writings or lectures on non-public materials in the agency files (not involving national security) when this will be done in the public interest.

IV. EMPLOYEE CONDUCT ON THE JOB

The manner in which an employee conducts himself on the job is frequently relevant to the proper, economical, and efficient accomplishment of his official duties and responsibilities. In addition, those employees who are in direct contact with the public play a most significant role in determining the public's attitude toward the Federal service, both by the manner in which they serve the public and the way in which they conduct themselves generally in the view of the public.

The following standards seem generally appropriate:

1. General Standard of Conduct on the Job. Federal employees must conduct themselves in such a manner that the work of the agency is effectively accomplished and must also observe the requirements of courtesy, consideration, and promptness in dealing with or serving the public or the clientele of their agency.

2. Use of Federal Property. Employees may not use Federal property of any kind for other than officially approved activities. They also have a positive responsibility to protect and conserve all Federal property, including equipment and supplies, which is entrusted or issued to them.

V. OTHER STANDARDS OF CONDUCT

In addition to the major topics covered above, the following standards should be observed in certain special areas:

1. Protection of Information. Employees may not disclose official information without either appropriate general or specific authority under agency regulations.

2. Misuse of Information. Employees may not, directly or indirectly, make use of, or permit others to make use of, official information not made available to the general public, for the purpose of furthering a private interest.

3. Indebtedness. Employees are expected to meet all just financial obligations.

VI. ADDITIONAL DIRECTIVES

In addition to the foregoing standards, Presidential appointees are subject to E.O. 10939 dated May 5, 1961.

Further, individual Departments and Agencies will supplement the foregoing standards for all civilian employees and the special standards for Presidential appointees with specific standards of special applicability within that particular agency because of its functions and activities.

15th Anniversary of the Fulbright Act Celebrated at the White House

A ceremony celebrating the 15th anniversary of the Fulbright Act was held in the rose garden of the White House on August 1.

The educational and cultural exchange program which has developed since the act became effective was praised by President Kennedy in these words:

"Of all the examples in recent history of beating swords into plowshares, of having some benefit come to humanity out of the destruction of war, I think that this program in its results will be among the most pre-eminent.

"As a result of this program, which permits this exchange of representative scholars, students, educators, artists, from our country to countries around the world, and from their countries to our country, as a result of this program and the related Smith-Mundt program, over fifty thousand people have been permitted to come to a greater understanding of the benefits of our culture and civilization, and the cultures and the civilization of other countries."

The ceremony was attended by Senator J. W. Fulbright, Chairman of the Senate Foreign Relations Committee, who sponsored the legislation, and other present and former members of Congress who were active in getting it approved. Also present were Philip H. Coombs, Assistant Secretary of State for Educational and Cultural Affairs, and William Benton, Assistant Secretary of State at the time of the legislation's enactment.

Senator Fulbright, in his remarks, gave much credit to others for their share in getting his legislation approved and for supporting the program since. Among them were former Senator Joseph O'Mahoney of Wyoming and Representative John J. Rooney.

In addition to the officials mentioned above, other persons prominently identified with the program and invited to the ceremony were:

Senators John L. McClellan, Richard B. Russell, Bourke B. Hickenlooper, Mike Mansfield and Karl E. Mundt, former Senator Alexander Smith, Representative Walter H. Judd, former Representative Carter Manasco, Oscar Cox, adviser to Senator Fulbright; Ed Barrett, Dean of the School of Journalism, Columbia University, and Walter Reynolds, Administrative Assistant to Senator Fulbright at the time the legislation was being drafted.

Bowles Discusses Policy, Objectives With Ambassadors

The first three of a series of regional meetings of American Ambassadors under the chairmanship of Under Secretary Chester Bowles were held in late July and early August.

Mr. Bowles' schedule, as the News Letter went to press, called for his return to Washington on August 12. The conferences provided opportunities for the Under Secretary to discuss with the Ambassadors the philosophy, broad objectives and specific policies of the Kennedy Administration.

He explored with the Ambassadors means by which the policies could be implemented most effectively, and considered techniques for improving the over-all operations of U. S. Missions abroad.

First of the conferences was held in Lagos, Nigeria, on July 26, 27 and 28. The second was in Nicosia, Cyprus, on July 31, August 1 and 2, and the third was scheduled to take place in New Delhi, India, on August 7, 8 and 9.

Mr. Bowles, a former Ambassador to India, plans subsequent regional conferences with American Chiefs of Mission in Latin America and the Far East later this year.

At the Lagos meeting were the principal U.S. representatives in all African missions south of the Sahara.

The Nicosia meeting included the Chiefs of Mission from the United Arab Republic, Jordan, Saudi Arabia, Iraq, Turkey, Greece, Israel, Cyprus, Morocco, Tunisia, Libya, Sudan, Ethiopia, Lebanon, Yemen, Iran, Aden, Kuwait and Somalia.

Chiefs of Mission from Afghanistan, Pakistan, Ceylon, India, Burma, Thailand, Malaya and Nepal participated in the New Delhi conference.

The regional conferences, said Mr. Bowles, were planned as "a follow-up to the President's directive to our Ambassadors in late May." In that letter, the Under Secretary recalled, the President "reemphasized the Ambassador's role not only as his personal representative, but as the coordinator of all our Government's activities in the country of his assignment."

The Under Secretary stressed the new implications of such a role.

"Traditionally," he said, "the Ambassador has served as the President's representative at official functions, and as a reporter and analyzer of developments affecting American interests abroad.

"This traditional role has long since been overtaken, however, by the extraordinary changes in world relationships since World War II. Our aim is to review in detail the impact of these changes on the operational and administrative aspects of our overseas mission.

"These missions now include complex information divisions, economic assistance divisions, and in some cases, military aid structures that have greatly expanded the traditional role of our mission chiefs," Mr. Bowles said.

"In some parts of the world, the administrative aspects of em-

BEFORE THE CONFERENCES: Under Secretary and Mrs. Chester Bowles board a plane at Military Air Transport Service Terminal, Washington, on a trip that took them to Lagos, Nicosia and New Delhi where regional conferences for Chiefs of Mission were held in July and August.

AIRPORT CHAT: Under Secretary Bowles, right, talks with Roger W. Jones, Deputy Under Secretary for Administration, left, and William J. Crockett, Assistant Secretary for Administration. Mr. Jones was there to bid farewell to the party. Mr. Crockett accompanied Mr. Bowles.

bassies have not kept pace with these changes. Our efforts are sometimes hampered by a lack of coordination and unclear definitions of responsibility."

It was Mr. Bowles' hope that a full and frank discussion with the mission chiefs would "produce constructive suggestions as to how we can best tighten up our operations and give them a clearer sense of purpose."

The Under Secretary also stressed "the key role played by the U.S. Ambassador in setting the tone for the American community in the country of his assignment. Of primary importance is his success in communicating with the people of the country."

"This means intellectuals, businessmen, labor leaders, students, and the rural population, as well as government officials," Mr. Bowles added. "The time has long since passed when the Ambassador could limit his contacts to the local elite."

Accompanying Mr. Bowles were Mrs. Bowles, William J. Crockett, Assistant Secretary for Administration; Tyler Thompson, Director General of the Foreign Service, who served as Conference Coordinator; Thomas Sorensen, Deputy Director, USIA; Haydn Williams, Deputy Assistant Secretary for Regional Affairs; General Ariel Nielsen, of the Joint Chiefs of Staff, and James Cooley, Special Assistant to the Director of the International Cooperation Administration.

Also making the trip were Miss Patricia Durand and Miss Annabelle Mitchell, both of the Office of the Under Secretary; James Thomson and Samuel Lewis, Special Assistants to the Under Secretary; Donald McCue, Executive Director, Bureau of Intelligence Research; and Nicholas Veliotes, of the Executive Secretariat staff, who was Deputy Conference Coordinator.

G. Mennen Williams, Assistant Secretary for African Affairs, who was already in Africa, accompanied Mr. Bowles on the trip from Lagos to Nicosia.

Department Cancels Old Series Regulations

All Foreign Service Regulations (old series established in 1938) were cancelled on June 28, 1961 by Foreign Affairs Manual Circular No. 11. Posts are no longer required to keep copies of these old regulations.

They should not be confused with the regulations in the Foreign Service Manual which are still in effect.

OPEN FOR BUSINESS: Deputy Under Secretary Roger W. Jones fills out a government transportation request at official opening of the Combined Airlines Ticket Office (CATO) in Room 1241, Department of State Building. Looking on are Henry H. Ford, Deputy Assistant Secretary, and (left to right) Mrs. Jim Walker and Miss Jeannette Ramirez, CATO employees.

OPEN SEASON DECLARED

U.S. Employees, Annuitants May Change Health Benefit Plans in October

To change or not to change their enrollments is the question which will face more than 1,800,000 Federal employees and annuitants enrolled in the Federal Employees Health Benefits Program during the Open Season scheduled for October 1-16.

In addition, eligible employees who elected not to enroll at their first opportunity will be given a chance to obtain coverage.

Under present Civil Service Commission regulations, future open seasons for employees will be provided not less often than once every three years.

For the October 1961 Open Season the Commission is preparing new brochures on each of the plans in which the employees may participate during the next contract period. The brochure for each plan will describe the plan's benefits, limitations, and exclusions.

As an additional aid the Commission is preparing a pamphlet entitled "Open Season Instructions and Information About the Program." The pamphlet contains detailed instructions on how to make changes in enrollments and additional information about the program and the participating plans.

Prior to the October open season each eligible employee will receive the following materials: The instructions pamphlet, a brochure on the Government-wide Service Benefit Plan and one on the Government-wide Indemnity Benefit Plan, and a brochure on any comprehensive medical plan which services the area in which he lives. If he is a member of an employee organization which sponsors a health benefits plan, he will receive, through the mail, the brochure on that plan, or in the case of the American Foreign Service Protective Association, the brochure on this plan will be available to administrative officers. In addition, if an employee is interested in joining an employee organization which sponsors a plan, he may obtain a brochure on the plan from his employing office.

Ira P. Meyer Dies

Ira P. Meyer, 59, a Foreign Affairs Officer in the Visa Office, Bureau of Security and Consular Affairs, died at the Washington Hospital Center in Washington on June 30, of a heart ailment.

Mr. Meyer spent all but one year of his 38 years of Federal Service, in the Department. In addition to his government career, Mr. Meyer was widely known in Washington musical circles and had appeared with numerous choirs, light opera and musical companies.

Surviving are his wife Elvia, a son Thomas, and a daughter Betsy.

State's Employees Increase Purchases Of Series E Bonds

Employees of the Department in the United States are now saving over $1 million annually in the Payroll Deduction Plan for Series E Bonds. Statistics from the recent drive indicate that the overall percentage of employee participation rose from 29% to 41.7% with the dollar equivalent increasing 18.6% over the pre-drive period.

Full returns on the 1961 drive overseas are not in as of this writing. There are 2,620 participating employees in the Department with an average payroll deduction of $14.57. The total biweekly amount of $39,158.85 is an increase of $6,140.56 over the biweekly amount of $33,018.29 deducted for bonds prior to this year's drive.

The Department has made progress toward its goal of 50% employee participation and there is every reason to believe that by next year the employee participation will reach or exceed this mark.

Several procedural changes will be adopted to boost participation in the payroll savings plan. High on the priority list is a method to assure prompt delivery of bonds after purchase. In addition, steps will be taken to make payroll savings more attractive to personnel at overseas posts in the belief that participation abroad can and should be equal to that in the Department.

Roger W. Jones, Deputy Under Secretary for Administration, was chairman of the Department's 1961 bond drive. Henry H. Ford, Deputy Assistant Secretary for Operations, was vice chairman.

Keymen who have received Treasury Department Certificates for their outstanding achievement in the Bond Drive are the following: David Anderson, Dexter Anderson, Vincent Arbeleoz, Marie R. Arena, Elaine Ayers, Harry R. Bieling, Jr., Margaret Binda, Alice L. Binford, Phyllis Bucsko, Robert W. Caldwell, Frances N. Calvisi, Jeanette Cotton, Katherine M. Cox, Viola E. Curry, Anita Dashbach, William P. De Courcy, Susie E. Dewitty, Francois Dickman, Vivian H. Dove, Richard A. Dugstad, Thomas P. H. Dunlop, Edgar V. Dye, Ollie Edmundson, Dorene Foster, Mary Ann Foster, Carnetta V. Gaskins, Thelma B. Gibson, Evelyn B. Gordon, Goldie B. Gould, Catherine E. Hall, Bernard T. Halloran, Ellen J. Hanes, Beverly Henderson, Dorothy Hervey, Bruce M. Holly, Jon D. Holstine, Arthur L. Horniker, T. J. Hunt, Daisy M. Johnson, Sylvia R. Johnson, Charles M. Johnston, Linda M. Jones, Mary H. Keck, Elma L. Koons, Alice Lawrence, Sally B. Lenzi, Richard R. Lescavage, Alexander Logofet, Juliet Lohr, J. Daniel Loubert, Audrey J. Lyerly, Mary Ann Malcolm, Judith A. Mammano, Karl F. Mautner, Katherine E. Mayhew, Alexander W. Maxwell, Harold T. McCabe, Maureen M. McElwee, Kathleen Menke, Robert H. Meyer, Margie A. Miller, Theodora T. B. Mills, Larry Montgomery, Jane F. Morgan, Tess Mullen, Virginia Neary, William C. Nerren, Blanche C. Newton, Frank L. Norris, Margaret O'Connor, John F. O'Donnell, Jr., Hildegarde Offenderlein, Phyllis H. Oram, Elsie M. Oslin, Joseph Pancamo, James R. Panks, E. Fredericka Patterson, Helen Pavilon, J. H. C. Peake, Rachel S. Pittarelli, Janet R. Priddy, George E. Ranslow, Marjorie S. Reid, Angelica R. Remde, Mary G. Ridgeway, J. Arnold Rosensteel, John P. Scheldrup, Lucy A. Seidler, June D. Selby, William Slany, A. Addison Slaymaker, Doris P. Slaymaker, Janie C. Smith, Merlin E. Smith, Vanetta V. Smith, Linda Soule, Irene J. Stancik, Louise W. Stoppelli, George H. Strunz, Lindsey K. Thomas, Marilyn Ulanow, Edson Vasconcellos, Geraldine N. Wagner, Wallace B. Weaver, and Alan Wendt.

EDMUND A. GULLION, who has been appointed by President Kennedy as Ambassador to the Republic of the Congo at Leopoldville. Mr. Gullion was formerly Deputy Director of the United States Disarmament Administration. Most of Mr. Gullion's experience since 1937 has been in the diplomatic service. He has served in posts in France, Greece, Finland, England, Algeria, Sweden, and Indochina.

Robert E. Hampton, Formerly of State, Appointed to CSC

Robert E. Hampton, a former State Department officer, has been appointed by President Kennedy as a member of the Civil Service Commission.

Hampton, familiarly known as "Bob" to hundreds of friends and former associates in the Department, has a broad background in Government personnel, manpower and management fields.

A young Federal career employee, Hampton's nomination went sailing through the Senate and he was sworn in for a six-year term as a Commissioner late in July.

From March 1950 to February 1955, Hampton held various State Department posts, including those of vice consul in Munich, foreign affairs officer here, staff assistant to the Secretary, and administrative assistant to the Deputy Under Secretary for Administration.

He was Assistant Deputy Air Force Secretary for Manpower, Personnel and Organization from February 1955 to February 1957

Robert E. Hampton

when he returned to the Department as the special assistant to the Deputy Under Secretary for Administration, and remained in that post until he joined the White House staff in May, 1958.

A Republican, he assisted the new Administration during the transition period as a White House consultant on administration, organization and Presidential appointments. On May 24 of this year he became a consultant to Air Force Secretary Eugene Zuckert.

Task Force Studies Specialization in F.S.

A State-Commerce task force has undertaken the development of plans for commercial specialization within the Foreign Service.

The task force, which held its first meetings on July 24 and 25, was under instruction to complete its work by October 1 and to report to Secretary Rusk and Secretary Luther H. Hodges, of Commerce.

Participants in preliminary discussions included Under Secretary Chester Bowles and Deputy Under Secretary for Administration Roger W. Jones, for State, and Secretary Hodges and Under Secretary Edward Gudeman, for Commerce.

The task force is headed in Commerce by Jack N. Behrman, Deputy Assistant Secretary for International Affairs, and in State by William J. Crockett, Assistant Secretary for Administration.

The work of the task force has been divided into two parts--administrative matters, including budget and personnel, and general policy matters.

The "new look" at United States commercial operations abroad followed an exchange of correspondence between Secretaries Rusk and Hodges, and inter-departmental discussions relating to S. 1729, a bill introduced by Senator Engle, of California.

One of the provisions (Title III) of the Engle Bill would establish under the Department of Commerce a separate service abroad to be known as the "Foreign Commerce Corps of the United States."

In testimony before the Senate Interstate and Foreign Commerce Committee, Deputy Under Secretary Jones presented the Department's position and recommended that Title III be dropped from the bill.

The Department's comment on Title III follows:

"As the Committee is aware, the proposal to establish a separate commercial service abroad is not new. Such a service existed in the era before 1939 but was discarded in recognition of the increasing interdependence of political, economic, and commercial matters in foreign affairs, and the cross-purposes that developed in operating separate services abroad for these closely related functions.

"The issue of a separate service was raised a year ago when this Department furnished your Committee with its considered views on the subject under cover of a letter of May 6, 1960, from the Honorable Douglas Dillon, Acting Secretary of State. It was then dismissed as being untimely even by some proponents of a separate service, because it was deemed better to improve our existing machinery than to entail the risk, confusion, and problems in setting up a new and separate service.

"This situation still obtains and has been reinforced by the emphasis which the President has placed in enlarging foreign markets for American goods and services through the provision of added commercial representatives and facilities abroad.

"Furthermore, the Departments of State and Commerce have been cooperating in developing specific plans to carry out the President's instructions through a series of steps to improve the quality of commercial activities carried on through the Foreign Service Officer Corps.

"To this end, the Departments have established a joint task force, supported by technical working teams, which will concentrate on the problems to which Secretary Hodges will refer in his report to the Committee.

"Under these circumstances and in the belief that we can accomplish the objectives of Title III promptly and effectively, the Department strongly recommends that this title be dropped from the bill."

Subsequently, Under Secretary of Commerce Gudeman testified before the Committee.

His testimony, in part, follows:

"The capacity of the Department of Commerce to carry out the Administration's program for the promotion of our foreign commerce hinges directly on improving the caliber and prerogatives of our overseas commercial services. Basic changes will be required to create a truly specialized commercial service.

"We sincerely believe we can achieve these desired objectives within the framework of the Foreign Service, but some of the present 'generalist' concepts applicable to the Foreign Service will necessarily have to be modified. The responsibilities of this Department require that our overseas officers be adequately trained and fully familiar with the needs of American business both here and abroad. Not only must they get to know the foreign business situation, but they must also have an intimate and extensive knowledge of the structure and practices of business in the United States. These officers, furthermore, must be interested in and available for continuing service in the commercial field.

"A specialized commercial service within the regular Foreign Service must be supplemented by the resources of the Department of Commerce and American business. We plan to strengthen our organization at home so that more Department of Commerce personnel can be assigned to commercial positions overseas. We will also set up a Reserve Corps of businessmen upon whose services the Department can draw for temporary overseas assignments.

"We have been meeting with the Department of State in a new attempt to accomplish our objectives within the present Foreign Service framework. We have agreed to establish a task force which will explore all existing problems and make recommendations to Secretary Rusk and the Secretary of Commerce for the improvements that are necessary to fulfill our needs."

Business Brisk At Trade Center

Business at the new U.S. Trade Center in London in the first three weeks of operation exceeded expectations.

Confirmed sales rung up since the Housewares Display opened the Trade Center on June 26 have totaled close to $1.5 million, and there is conclusive evidence of additional sales not yet reported. In addition, 13 of the U.S. exhibitors previously unrepresented have made arrangements for agency representation in the United Kingdom. One of these agency agreements is expected to result in retail sales exceeding $1 million in the first year. Most of the other unrepresented exhibitors are in the process of negotiating for U.K. representation.

Distinguished Visitors Given Warm Welcome To Washington

LEFT--President Mohammad Ayub Khan of Pakistan and his daughter Begum Nasir Akhtar Aurangzeb were guests of honor at a dinner given by President and Mrs. Kennedy at historic Mt. Vernon on July 11.

RIGHT--Sir Abubakar Tafawa Balewa, Prime Minister of The Federation of Nigeria, was greeted on his arrival in Washington July 25 by Vice President Lyndon B. Johnson and Secretary of State Dean Rusk.

BELOW--Vice President Chen Cheng (who is also Premier) of The Republic of China arrived in Washington July 31 for a series of conferences. Vice President Johnson and Secretary Rusk were at the airport to welcome him.

Department Calls Conference on Minority Problem

A conference on means of recruiting more minority group members for the Foreign Service was scheduled to be held at the Department of State on August 16.

Invited to the conference by Secretary Rusk were distinguished citizens with knowledge and long experience in the inter-group relations field.

State Department participants were to include Mr. Rusk, Under Secretary Chester Bowles, and Deputy Under Secretary Roger W. Jones. The conference chairman was to be either Assistant Secretary William J. Crockett or Deputy Assistant Secretary Herman Pollack.

In his letter inviting attendance at the conference, Mr. Rusk said:

"The Department of State feels keenly the need for a Foreign Service Corps that is representative of the people of the United States. The fact is that we have not yet attained this goal. A number of steps have been taken with this end in view. Among them, we broadened several years ago our college recruitment visitation program to include ten to fifteen predominantly Negro colleges in the hope of attracting larger numbers of minority group students to take the basic entrance examination. Our efforts to date have not been as productive as we originally hoped.

"We are aware of the image which many non-whites hold of the Foreign Service. They believe entry and promotional opportunities to be sharply limited so far as they are concerned. This is not true. We both want and need their service in the Department if we are to achieve the representativeness which we believe necessary to the proper conduct of our foreign affairs. Getting this message to the public, and particularly to college students, requires more assistance and counsel. It is for this reason we are addressing this letter to you....

"In the course of the conference, we would like to review with you the steps taken by the Department of State and the problems that continue to confront us as we seek to ensure equal employment opportunity and to build a more representative body of personnel for use both at home and abroad. The major purpose of the conference is to obtain the participants' advice and assistance as to how to strengthen the efforts of the Department of State in this matter."

CONGO CONTRIBUTION: Changing hands here is a check for $32,204,061 which represents the United States Contribution to the United Nations Ad Hoc Account for Congo operations for the period January 1 to October 31, 1961. Ambassador Francis T. P. Plimpton (right), Deputy U.S. Representative to the U.N., presents the check to Andrew W. Cordier, U.N. Under Secretary in Charge of General Assembly Affairs. —*United Nations Photo*

Invitations to the conference were sent to the following:

Dr. William Trent, Executive Director, United Negro College Fund, New York City; Dr. James H. Robinson, Church of the Master, New York City; John H. Johnson, Publisher, Ebony and Jet Magazines, Chicago; Dr. W. S. Davis, President, Tennesse A & I University, Nashville; Dr. Jerome Holland, President, Hampton University, Hampton, Virginia.

Dr. Frederick D. Patterson, President, Phelps-Stokes Fund, New York City; Dr. Lester Granger, Executive Director, National Urban League, New York City; Whitney Young, National Urban League, New York City; Claude Barnett, Editor, Associated Negro Press, Chicago; Dr. Luther Foster, President, Tuskegee University, Tuskegee, Alabama; Dr. Stephen J. Wright, President, Fisk University, Nashville, Tennessee.

Dr. Albert W. Dent, President, Dillard University, New Orleans, Louisiana; Dr. John A. Davis, Executive Director, American Society of African Culture, New York City; Miss Dorothy Height, President, National Council of Negro Women, Washington, D.C.; A. Philip Randolph, Chairman, National Negro Labor Council, New York City; John Sengstacke, President, National Negro Publishers Association, Chicago.

John Lassoe, Jr., Executive Secretary, National Association of Intergroup Relations Officials, New York City; George Culberson, President, National Association of Intergroup Relations Officials, Pittsburgh, Pennsylvania; Saul Lesser, Executive Director, Encampment for Citizenship, New York City; Dr. Clarence Senior, Chief, Migration Division, Department of Labor, Commonwealth of Puerto Rico, New York City; Mrs. Barrington D. Parker, President, Alpha Kappa Alpha Sorority, Washington, D.C.

Dr. Jeanne Noble, President, Delta Sigma Theta Sorority, New York City; Roy Wilkins, Executive Secretary, National Association for the Advancement of Colored People, New York City; Dr. R. O'Hara Lanier, Phelps-Stokes Fund, New York City; Loren Miller, Attorney, Los Angeles, California; Dr. Benjamin Mays, President, Morehouse College, Atlanta, Georgia.

Dr. Donald C. Yelton, President, Lincoln University, Lincoln, Penn-

(continued on page 31)

Ideas Are Always In Season

Cash Awards Increased For Employee Suggestions

Employee suggestions for improving Government operations are worth more today than ever before. It's open season for the resourceful, imaginative employee who prefaces his remarks with "I've got an idea" or "Why don't we...?"

The Civil Service Commission took steps last month to energize the Incentive Awards program by increasing the bounty on employee suggestions.

The State Department, in a follow-up letter written by William J. Crockett, Assistant Secretary for Administration, has injected a sense of urgency into the new program, which is an important part of the Department's effort to save tax dollars by improving efficiency and quality of work.

Mr. Crockett wrote to all employees in the Department and the Foreign Service: "I urge each of you to take a fresh look at all the operations in your organization including your own work. Give special thought to those aspects of the job which offer the greatest possibilities for saving money in the form of time, supplies, equipment, or space."

Under the new Civil Service program, all awards for employee suggestions have been increased. The new scale ranges from a minimum of $15 to more than $1,150. These awards are made not only for suggestions which produce actual dollar savings in Government operations, but also for those which produce non-measurable benefits, such as new ideas and new approaches to problems. All awards are based on benefits to the Government during the first year the suggestion is in operation.

Here is the new scale of awards:

Saving	Award
$50 - $300	$15
$301 - $10,000	$15 for the first $300 and $5 for each additional $100 or fraction thereof.
$10,001 - $20,000	$500 for the first $10,000 and $5 for each additional $200 or fraction thereof.
$20,001 - $100,000	$750 for the first $20,000 and $5 for each additional $1,000 or fraction thereof.
$100,000 or more	$1,150 for the first $100,000 and $5 for each additional $5,000 or fraction thereof.

The following are examples of how awards have been increased under the new scale:

Measurable Benefits	New Award	Old Award
$2,000	$100	$ 75
4,000	200	125
8,000	400	225
10,000	500	275

If the suggestion does not meet the standards for a cash award, but still has merit, the employee will receive a letter of appreciation, and the suggestion will be passed along to the operating area for whatever action seems appropriate.

Suggestions are to be submitted on form No. DS 1075.

In the field, the posts have authority to approve awards up to $200 for suggestions which can be used locally. They can also approve cash performance awards up to $100 (Vol. 3 FAM 640). The Department Incentive Awards Committee must still authorize payment of these awards, however.

The Committee is reconstituted every year following the awards ceremony usually held in the fall.

Permanent positions on the Committee are the Deputy Assistant Secretary for Personnel and the Executive Secretary of the Committee, presently filled by Herman Pollack and Neil Ruge, respectively.

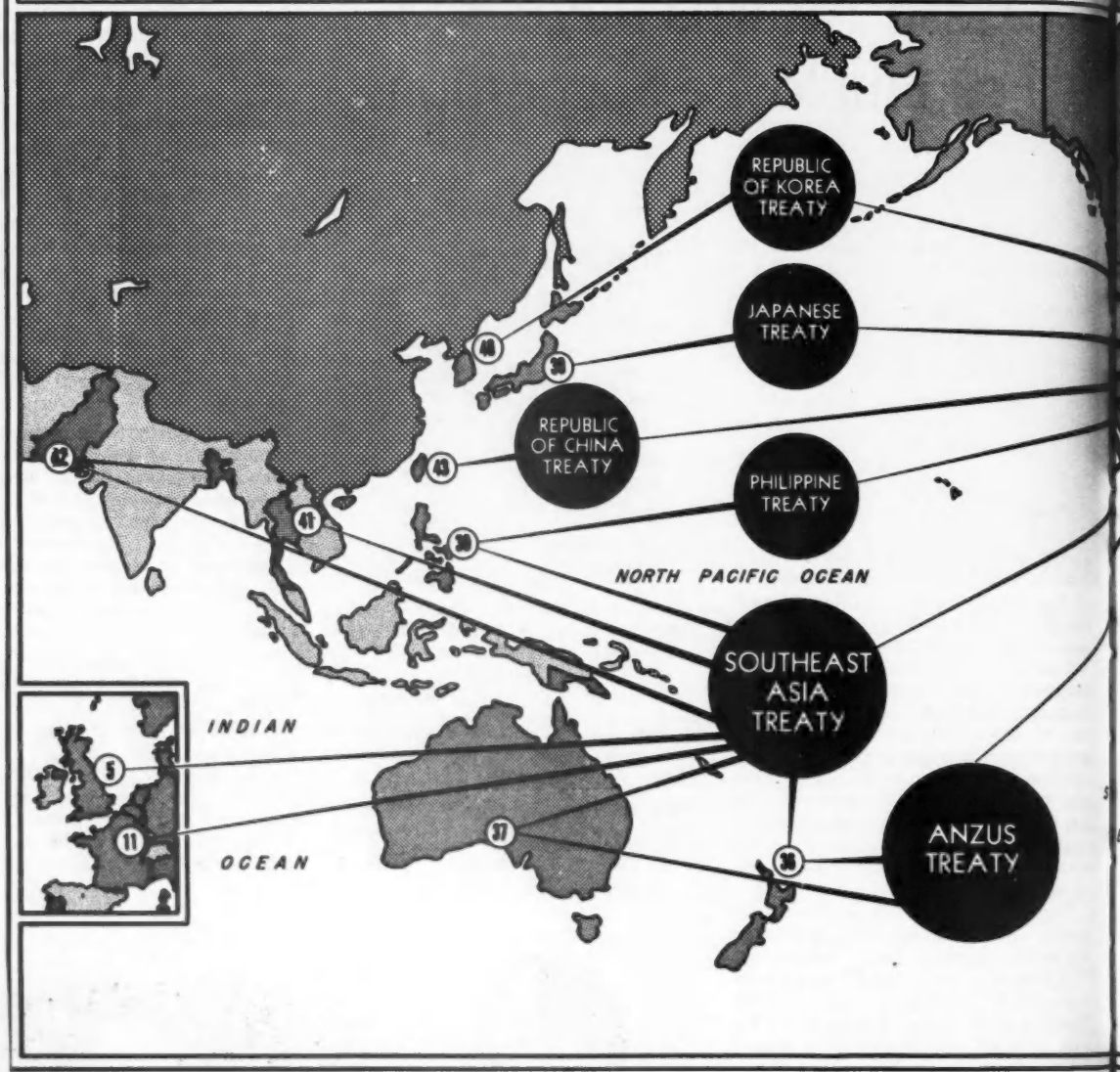
Temporary members are the chairman, Roger Tubby, Assistant Secretary for Public Affairs; Miss Frances Wilson, Deputy Director, Executive Staff, Bureau of Economic Affairs; James R. Johnstone, Deputy Assistant Secretary for Foreign Buildings; and Clayton Dann, Director, Executive Staff, Bureau of Educational and Cultural Affairs.

President Kennedy Praised Program

President Kennedy recently said: "It is noteworthy that there is in Government a planned program that accents, encourages and publicly recognizes new ideas, innovations, and superior performance from employees of all levels in all departments and agencies."

BRUSSELS--Ambassador MacArthur (left) presents a farewell gift to Consul Basil F. Macgowan, on the occasion of his retirement from the Foreign Service after thirty-one years of service.

UNITED STATES COLLECTIVE DEFENSE ARRANGEMENTS



NORTH ATLANTIC TREATY (15 NATIONS)

A treaty signed April 4, 1949, by which "the parties agree that an armed attack against one or more of them in Europe or North America shall be considered an attack against them all; and . . . each of them . . . will assist the . . . attacked by taking forthwith, individually and in concert with the other Parties, such action as it deems necessary including the use of armed force . . ."

1 UNITED STATES
2 CANADA
3 ICELAND
4 NORWAY
5 UNITED KINGDOM
6 NETHERLANDS
7 DENMARK
8 BELGIUM
9 LUXEMBOURG
10 PORTUGAL
11 FRANCE
12 ITALY
13 GREECE
14 TURKEY
15 FEDERAL REPUBLIC OF GERMANY

RIO TREATY (21 NATIONS)

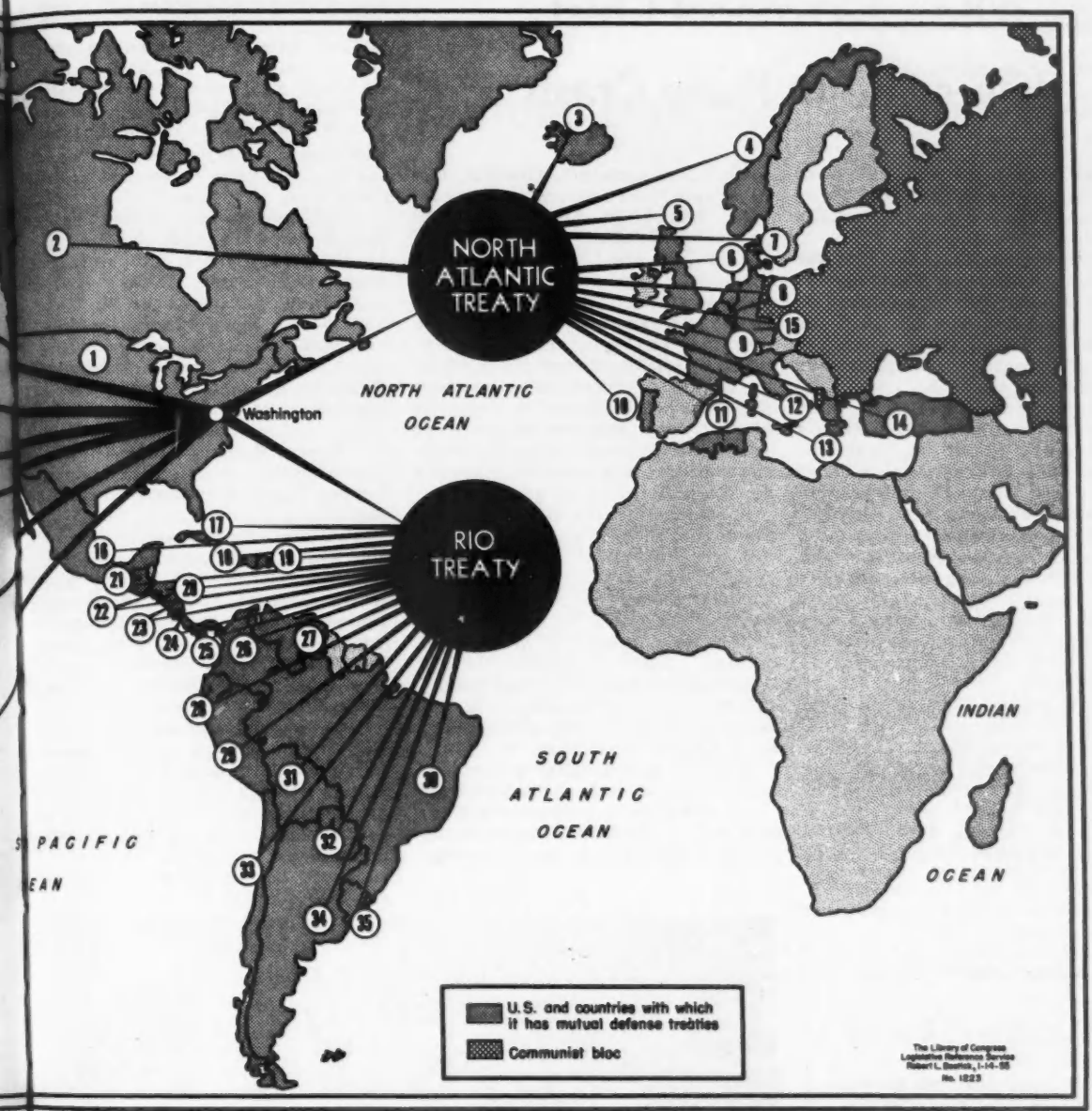
A treaty signed September 2, 1947, which provides that an armed attack against any American State "shall be considered as an attack against all the American States and . . . each one . . . undertakes to assist in meeting the attack . . ."

1 UNITED STATES
16 MEXICO
17 CUBA
18 HAITI
19 DOMINICAN REPUBLIC
20 HONDURAS
21 GUATEMALA
22 EL SALVADOR
23 NICARAGUA
24 COSTA RICA
25 PANAMA
26 COLOMBIA
27 VENEZUELA
28 ECUADOR
29 PERU
30 BRAZIL
31 BOLIVIA
32 PARAGUAY
33 CHILE
34 ARGENTINA
35 URUGUAY

ANZUS (Australia–New Zealand–United States) TREATY (3 NATIONS)

A treaty signed September 1, 1951, whereby each of the parties "recognizes that an armed attack in the Pacific Area on any of the Parties would be dangerous to its own peace and safety and declares that it would act to meet the common danger in accordance with its constitutional processes."

1 UNITED STATES
36 NEW ZEALAND
37 AUSTRALIA



JAPANESE TREATY (BILATERAL)

A treaty signed January 19, 1960, whereby each party "recognizes that an armed attack against either Party in the territories under the administration of Japan would be dangerous to its own peace and safety and declares that it would act to meet the common danger in accordance with its constitutional provisions and processes." The treaty replaced the security treaty signed September 8, 1951.

1 UNITED STATES
39 JAPAN

REPUBLIC OF KOREA (South Korea) TREATY (BILATERAL)

A treaty signed October 1, 1953, whereby each party "recognizes that an armed attack in the Pacific area on either of the Parties . . . would be dangerous to its own peace and safety" and that each Party "would act to meet the common danger in accordance with its constitutional processes."

1 UNITED STATES
40 REPUBLIC OF KOREA

SOUTHEAST ASIA TREATY (8 NATIONS)

A treaty signed September 8, 1954, whereby each Party "recognizes that aggression by means of armed attack in the treaty area against any of the Parties . . . would endanger its own peace and safety" and each will "in that event act to meet the common danger in accordance with its constitutional processes."

1 UNITED STATES
5 UNITED KINGDOM
11 FRANCE
36 NEW ZEALAND
37 AUSTRALIA
38 PHILIPPINES
41 THAILAND
42 PAKISTAN

REPUBLIC OF CHINA (Formosa) TREATY (BILATERAL)

A treaty signed December 2, 1954, whereby each of the parties "recognizes that an armed attack in the West Pacific Area directed against the territories of either of the Parties would be dangerous to its own peace and safety," and that each "would act to meet the common danger in accordance with its constitutional processes." The territory of the Republic of China is defined as "Taiwan (Formosa) and the Pescadores."

1 UNITED STATES
43 REPUBLIC OF CHINA (FORMOSA)

Wife Of Protocol Chief Loses Life In Plane Crash

Mrs. Angier Biddle Duke was one of four persons killed in an airplane crash near La Guardia Airport on Tuesday, July 18.

Shortly after take-off from the field, the pilot radioed that he was having trouble with an unlocked or open door. He was circling for an emergency landing when the chartered single-engine plane suddenly plunged to earth.

Earlier in the day, Mrs. Duke had joined her husband, the State Department's Chief of Protocol, at New York International Airport to bid farewell to President Mohammad Ayub Khan who was flying back to Pakistan.

Mrs. Duke had assisted her husband in carrying out arrangements for President Ayub's visit and was often at Mr. Duke's side at Department-sponsored affairs. She was also active in many charitable causes.

Mrs. Duke had boarded the light plane to fly back to their summer home in Southampton, L. I., where she was to help celebrate the seventh birthday of their daughter, Maria Luisa Duke. They also have a son, Dario Drexel, 4.

Others killed in the plane crash were Mrs. Arthur G. Altschul, wife of a New York investment broker; Mrs. Stanley W. Metcalf, wife of an Auburn, N.Y., rope manufacturer, and Paul A. Dubuke, the pilot.

Mrs. Duke, who was born in Spain 39 years ago, met Mr. Duke when he was special assistant to Stanton Griffis, United States Ambassador to Spain. The former Senorita Maria Luisa de Arana of Madrid, she was the daughter of Senor and Senora Dario de Arana and a granddaughter of the Marques de Campo Real of Andalusia.

Speaking for the State Department, Secretary Rusk expressed the profound shock with which the news of the tragedy was received.

"Mrs. Duke," he said, "was always at the side of her husband in the performance of his official duties. Just moments before boarding her plane for Long Island, she had been at the airport to bid farewell to President Mohammad Ayub Khan of Pakistan.

"Our deepest sympathy goes out to Mr. Duke and the children."

A funeral service was held Friday, July 21 for Mrs. Duke in the Roman Catholic Church of the Sacred Hearts of Jesus and Mary, Southampton, L. I.

Five hundred persons attended the solemn high requiem mass. Cardinal Spellman presided while the mass was said by Msgr. George H. Killeen, pastor of the church. The Cardinal delivered the blessing at the grave in Sacred Heart Cemetery.

Attending the funeral was a delegation from Washington which included Mrs. Lyndon B. Johnson and Mrs. Dean Rusk, Deputy Under Secretary of State Roger W. Jones and Mrs. Jones, Representative and Mrs. John J. Rooney of Brooklyn, Clement E. Conger, Assistant Chief of Protocol; Lucius D. Battle, Special Assistant to Secretary Rusk; Col. Godfrey T. McHugh, Air Force Military Aide to President Kennedy; Wiley T. Buchanan, former Chief of Protocol, and Mrs. Buchanan.

Also Pedro Sanjuan, an Assistant Chief of Protocol, and Mrs. Sanjuan; Miss Letitia Baldridge, White House Social Secretary; James J. Byrnes, Jr., Thomas J. Hunt, Edwin E. Vallon, Mrs. Mary F. Wilroy, Mrs. Eleanor Israel, Mrs. Joan M. McCarthy and Mrs. Diana Taylor Tschursin.

Foreign diplomats included Quao Halm of Ghana, Ambassador Mariano de Iturralde of Spain, Vasco Vierira Garin, Portuguese Ambassador to the United Nations, and Consul General M.S. Shaikh of Pakistan.

Stamp Search Ends; P.O. Branch in Building

A branch post office was opened in the State Department Building on August 1.

The new facility is located in Room 1216, adjacent to the South Lobby.

Completely separate from the internal Departmental mailing system, it offers all the standard post office services, including parcel post, stamps, registry, postal money orders, etc.

The post office is open during these hours--9 to 11 a.m. and 11:30 a.m. to 5 p.m.

Arrangements were made for the establishment of the post office branch by Charles Shinkwin, Chief of the Division of Building Management.

FIRST CUSTOMER at the new branch post office in the State Department Building was Miss Marsha O'Bannon, Office of Protocol, who is purchasing stamps from C. R. Burris, post office official who is superintendent of the branch office which opened August 1. The bouquet of purple gladi and white mums was the gift of the Recreation Association.

THE DEPARTMENT'S MEMORY

Library Is Valuable Tool In Shaping Foreign Policy

The Department of State Library has been called the custodian of the Department's memory.

From this memory repository the Department's bureaus draw an exceptionally wide range of publications and information services of vital importance to the conduct of foreign affairs.

Every major development on the international scene is reflected in broad demands on the Library's immense collection which the Department has been assembling ever since the British burned Washington's public buildings in 1814.

Most recent example of extensive use of the collection has been in connection with the Berlin situation. Sources of the inquiries have represented nearly all the bureaus of the Department as well as the White House, Congressional offices and other Government agencies.

But no crisis in recent years has had as strong an impact on the Library as the complications that ensued from Egypt's nationalization of the Suez Canal in 1956.

Fred W. Shipman, Librarian of the Department of State, has written of that occasion in these words:

"Following this action, there began to be felt almost at once, and from every part of the Department, the many actions and reactions which required some assistance from the Library.

"Immediate demands were made for publications, research data, citations, documents, treaties, etc. It became mandatory to assist immediately 19 different elements within the Department...not to mention frequent assistance to other federal agencies and institutions engaged in research on foreign affairs...

"Requested documents ranged from the Constantinople Convention of 1888 to the 1954 agreement between the United Kingdom and Egypt. In addition, it was necessary to provide voluminous material on other waterways...

"To satisfy these requests the library staff was required to pore over and select pertinent treaties, conventions, government documents, official gazettes, periodicals, books, treaties, command papers, newspapers, law journals, codes, League of Nations documents, sessional papers, intelligence reports, parliamentary debates, intelligence briefs, broadcasts, press translations, speeches, etc.

"Perhaps this single incident will serve to illustrate, in part, the richness of the Library collection and the importance to the conduct of foreign relations of having available what is wanted when it is needed."

The present collection, valued at several million dollars, consists of approximately 500,000 bound volumes, 200,000 unbound periodicals, 6,000 microfilm rolls of newspapers, and 150,000 intelligence research documents.

About one half the collection consists of material from 120 different countries, of which a considerable part is unique and not available in any other library in the United States. Contrary to the fears of some, said Mr. Shipman, the Library has preserved its worthwhile accumulation covering the period of our entire history as a nation.

He expressed gratefulness to the Foreign Service which for a century and a half has selected and sent to the Library the finest work in the fields of its interests appearing in foreign lands.

The Library has changed quarters nine times since its transfer from Philadelphia to Washington in 1800. For years it had to cope with cramped and widely dispersed quarters, a situation which greatly interfered with efficient service to the Department.

The move last winter to its present quarters in the State Department Building was thus a "rags to riches" transition. The Library now occupies a block of space of approximately 120 by 125 feet on the second, third and fourth floors on the inside corridor of the C street side of the new building east of the main entrance.

The main reading room is 112 feet long and 50 feet wide. It accommodates 60 readers. Two small adjoining rooms insure privacy for microfilm readers, and for users of dictaphone machines. Access to book stacks--the core of the Library--is by permit only. Along the inner wall of each of the four stack rooms are six study cubicles.

Directly above the reading room there is a large area with reading facilities for the use of authorized personnel wishing to consult classified material under security provisions. The largest part of this floor is the periodical area in which current issues of some 6,000 titles are to be filed.

The quarters were designed for permanent use--not merely for present needs--but to take care of growth requirements for the foreseeable future.

Formerly a part of the Bureau of Intelligence and Research, the Library was transferred to the Office of Operations of the Bureau of Administration on April 3, 1961.

INR was formerly the greatest user of Library facilities. But since its move to a central location many other bureaus make extensive use of its services. It is visited by more than 200 persons a day.

Members of foreign diplomatic missions were invited last May to make use of the Library. Twenty-four missions have done so.

The Library subscribes to a thousand or more periodicals, about two-thirds of them in for-

(continued on page 32)

How to Obtain Services Of Department's Library

Services of the Library of the Department of State may be obtained in person through the main Reading Room (Room 3239), or by mail or telephone.

For the loan of publications, call Extension 3361; for information and ready reference, call Extension 2344; for research reference, call Extension 7567 or 7595.

The Library maintains a planned acquisition program for foreign and domestic publications required by all areas of the Department. Special requests for procurement should be made in writing to the Library. They may be discussed by calling Extension 5602 or 4561.

The Library – custodian of the Department's memory

These scenes show some of the personnel and a few of the facilities of the Department of State Library. With its immense collection of books, periodicals and documents, the Library has been called custodian of the Department's memory.

Shown at the left are Fred W. Shipman, Librarian of the Department of State, and his acting secretary, Mrs. Carolyn Sue Bettius. In other photographs are two scenes of the stackrooms, one showing a library assistant getting instructions by walkie-talkie. Other pictures show a researcher at work in a study cubicle, readers in the microfilm area and a view of the periodical reading room.

Photos by Herbert J. Meyle–VS

Minority Problem

(continued from page 24)

sylvania; Rev. Dr. Martin Luther King, Southern Christian Leadership Conference, Atlanta, Georgia; Jack Robinson, Vice President, Chock Full O'Nuts, New York City; Rev. J. Oscar Lee, Executive Director, Department of Racial and Cultural Relations, National Council of Churches, New York City; Dr. Charles H. Thompson, Dean, Graduate School, Howard University, Washington, D.C.

Dr. James M. Nabrit, Jr., President, Howard University, Washington, D.C.; Dr. Martin Jenkins, President, Morgan State College, Baltimore, Maryland; Dr. Kenneth Clarke, Department of Psychology, City College of New York, New York City; Harold Flemming, Executive Vice President, Potomac Institute, Washington, D.C.

Dr. Carlton B. Goodlett, San Francisco; Rev. Dr. Theodore Hesburgh, President, Notre Dame University, South Bend, Indiana; Dr. Charles Wesley, President, Central State College, Wilberforce, Ohio; Dr. John W. Davis, Englewood, New Jersey; Dr. Rufus E. Clement, President, Atlanta University, Atlanta, Georgia.

Carl Murphy, Publisher, Afro-American Newspapers, Baltimore, Maryland; C. Roger Wilson, Grand Polemarch, Kappa Alpha Psi Fraternity, Chicago; I. Gregory Newton, Grand Basileus, Omega Psi Phi Fraternity, Columbia University, New York City; Dr. William H. Hale, President, Alpha Phi Alpha Fraternity, Langston University, Langston, Oklahoma; James Hicks, Editor, New York Amsterdam News, New York City.

Howard B. Woods, Executive Editor, St. Louis Argus, St. Louis, Missouri; Mrs. Anna A. Hedgeman, Consultant, Division of Higher Education, Congregational and Christian Churches, New York City; Mrs. Rosa Gragg, President, National Association of Colored Women's Clubs, Detroit, Michigan.

Department Library

(continued from page 29)

eign languages. Many more periodicals are sent to the Library without charge. Some 300 foreign newspapers also are received regularly. Material is available in about 35 languages.

The Library serves as a focal point in the Department for all problems relating to library service coming in from the field and for such programming and technical assistance as may be required. The most concrete service performed for the Foreign Service posts is the procurement of domestic publications for them.

To assist in the selection, lists are prepared from time to time advising the posts of publications pertinent to their areas and responsibilities. They also receive all pertinent bibliographies issued by the Library, and the central reference and bibliographical service is available to them as needed.

The Library also serves Foreign Service posts by advising on the organization of post reference libraries and commercial reading rooms.

In this, and in its other manifold services, the Library is thus an instrument, vital to the entire Department, in the complex task of handling foreign affairs.

IN CALCUTTA: Consul General Gordon H. Mattison uses map to point out Chicago, now the home of Deeju, the first Tibetan orphan to be adopted by an American family. At left is Mrs. Gyale Thondup, sister-in-law of the Dalai Lama. Photograph was made June 28 when Deeju received her visa, just two days before expiration of legislation granting non-quota status to orphans. Deeju left Calcutta on July 1, her 14th birthday, and arrived in Chicago the same evening.

ICA Award Winners

Treasury Department awards have been presented to several ICA members who more than met their quota in the recent U.S. Savings Bond Campaign.

The Office of Transportation received a special award for its outstanding achievement in selling bonds. James Kirwin, Jr., office chairman, accepted this special award. Key workers in Transportation, who received individual awards, were R. H. Bratsch, C. J. Chidester, and Mrs. Vivian Pemberton.

Other award winners were Claudia Wienert, Office of Far Eastern Operations; Wesley Kersey, Office of Latin American Operations; Mrs. Helen Gold, Housing Division; Mrs. Norma Reger, Office of Industrial Resources; and Mrs. Barbara Colvin, Public Health Division.

Governor Lane Dwinell Is Department Visitor

Governor Lane Dwinell, former Assistant Secretary for Administration, visited scores of friends in the Department last month. The Governor heads a manufacturing firm in Lebanon, N. H.

New Telecommunications Handbook Has Been Issued

A completely revised Telecommunications Handbook has been issued. It furnishes precise and up-to-date guidelines which will enable communications personnel to save time and effort in performing their jobs.

OPERATION FRIENDSHIP: AMERICAN AMBASSADOR JOSEPH S. FARLAND AND PANAMANIAN SCHOOL CHILDREN.

Pupil-to-Pupil Aid

Maryland Students Help Panama School

Panama-- School equipment donated by students of Montgomery-Blair High School, Silver Spring, Md., was presented to the Escuela de los Estados Unidos de America in the City of Panama on June 30 by Ambassador Joseph S. Farland.

In his presentation remarks, the Ambassador said: "The good will existing among the United States and Panamanian students is a lesson that many older people can learn."

The Panamanian school is named in honor of, but has no official connection with the United States.

This year, the Montgomery-Blair High School students chose to help through CARE a school in Panama and donated equipment consisting of a stove, a refrigerator, assorted kitchen utensils, six physical education kits, 10 needle trade kits, two sewing machines and six woodworking kits.

Among those attending the presentation ceremony were: Mrs. Maria Louisa V. Alcedo, School Director; Edris Butler and Zulema Jimenez, home education consultants; Mrs. William Banning, Jr. and Mrs. Charles McFadden, godmothers of the school; William F. Salas, CARE Director in Panama; Franklin Jones, CARE Assistant Director; Harold Sander, President of the American Society; and Carl E. Davis, Public Affairs Officer of the United States Embassy.

AMERICA CARES: Ambassador Farland presents CARE package to Panamanian girl. In background is a new refrigerator, a gift to her school from the students of a Maryland High School.

Visa Office Drafts Amendments to the Immigration Laws

Since the beginning of the year, the Visa Office has participated in the formulation of significant proposals for the amendment of existing immigration laws.

As a result of the President's directive of February 17, to the Departments of State, Commerce, and Justice the Visa Office assumed major responsibility for the formulation of legislation intended to encourage foreign tourists to visit the United States.

The more important proposals call for the establishment of a new tourist class of nonimmigrants who would enjoy exemptions from various requirements applicable to other nonimmigrants; the waiver of the nonimmigrant visa requirement on a basis of reciprocity for the tourist group and the elimination of the requirement that the applicant for a nonimmigrant visa state his race and ethnic classification.

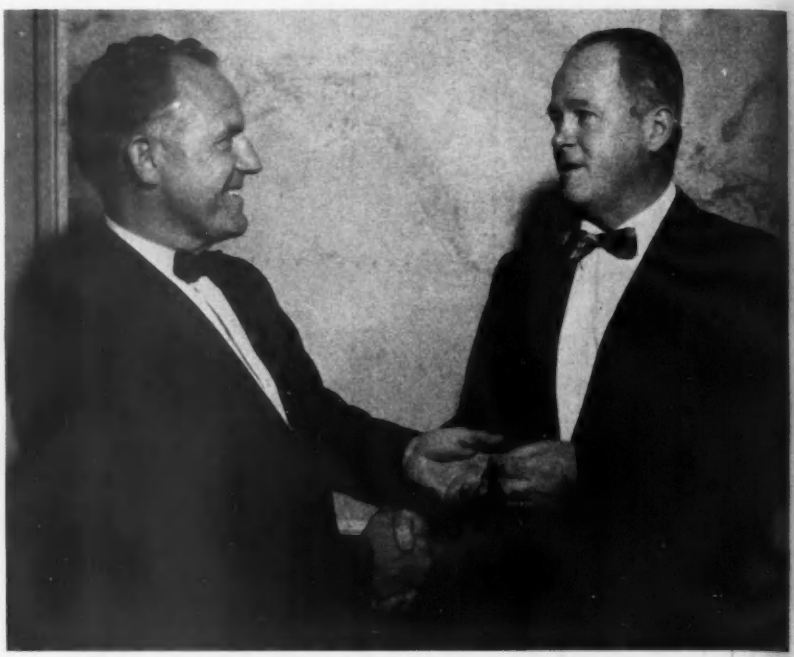
The legislative proposals as finally agreed upon by the three Departments were submitted to the Congress on June 29.

The Visa Office also prepared the State Department's comments on major immigration bills introduced in the House by Representative Walter and in the Senate by Senator Dirksen.

The Department's identical reports to the House and Senate endorse, among other provisions of the bills, a liberalization of existing law by permitting the use of unused quotas; the elimination of the question of the visa applicant's race and ethnic classification; the elimination of a ceiling of two thousand now imposed on countries in the so-called Asia-Pacific triangle to whom minimum quotas of one hundred each are accorded; and an amendment which would permit new political entities to retain as a minimum the sum total of quotas held by their component parts.

The last amendment will be of particular significance when the West Indies Federation becomes independent; and the one preceding it, if the United States should accord recognition to any new country in the Asian area.

The reports also urge that our immigration laws make permanent provisions for visa issuance to refugees from persecution and oppression.



GENEROUS DONOR: Fernleigh "Red" Graninger, who has donated 48 pints of his blood to the American Red Cross, is congratulated by James R. Johnstone, chairman of the State Department Blood Program. More donations are urgently needed from personnel of the Department.

CONTRIBUTIONS WANTED

Johnstone Cites Graninger's Record In Appeal for More Blood Donors

The outstanding example set by Fernleigh "Red" Graninger is cited by James R. Johnstone in a new appeal for Red Cross blood donations by personnel of the State Department.

Mr. Graninger, Chief of the Visual Services Division, has now donated 48 pints (six gallons) which, as Mr. Johnstone observed, "is a tremendous contribution from one person."

Many other persons in the Department are regular givers, but there is a never-ending need for more contributions, said Mr. Johnstone, Deputy Assistant Secretary for Foreign Buildings, who is Department Chairman of the Blood Donor Program.

In appealing for broad participation in the program, he said:

"We all know there are numerous people who never quite get around to donating blood to the American Red Cross Blood Program. We have all heard on occasion of employees in the Department or members of their families who have had an emergency need for blood and who have received it from the Red Cross. Knowledge of such instances makes us all more appreciative of the need for blood and of the people who donate it.

"I hope all of you who are eligible will see your Executive or Administrative Officers and make a definite date to contribute to this most worthy program. Go over to the new Red Cross building in a group. As Ambassador MacArthur said several years ago, 'Don't let George do it. Do it yourself.' If you do, the Department will be doing its share and everyone of you who contribute will feel better for it. Please do it now."

How to Request Reports Of Committee Hearings

Requests for printed copies of hearings on Capitol Hill should not be addressed to House and Senate Committees.

Such requests should be directed to Mrs. Virginia S. Butler, Division of Reproduction and Distribution Services, Room B 845, State Department Building.

THE TWO UPPER FLOORS ARE CRADLED AGAINST SEISMIC TREMORS

30 MONTHS OF CONSTRUCTION

U.S. Has Handsome New Building Of Greek Inspiration in Athens

The United States has a new Embassy Office Building at Athens, a handsome structure designed by Walter Gropius, the eminent American architect. It was recently completed after a two-and-a-half year construction period.

The building is a perfect square with a center court enclosing a planted area and fountain. Gropius' design utilizes exterior columns, of Greek inspiration, which support horizontal beams.

The two upper floors of the three-story building are suspended from these beams by steel hangers. A kind of cradle effect is thus achieved, ensuring "give" in event of seismic tremor.

Construction is of steel and reinforced concrete throughout. It is the first completely air conditioned office building in Greece.

Priority was given to the use of local materials. All the marble, cement, tile and plastering materials are Greek products. The wooden furniture was made in Greece from American designs. Fabrics used in the sofas and upholstered furniture were created in the United States.

Most of the fabricated construction materials came from Western Europe. Other items imported from the United States were mainly machinery, such as the air conditioning unit, heating and ventilating equipment, pumps and transformers.

Approximately 350 persons will work in the $1.5 million building initially, although the number of persons in the building in any normal office hour will easily average 500.

Already the new American landmark has made fast friends. Some 200 swallows have built nests in the building's overhanging eaves--an auspicious note of welcome, some say.

John Bucknell Drowns

John A. C. Bucknell, Foreign Service Reserve officer, assigned to the Embassy at Bern, drowned off the Island of Corsica on June 10. Surviving are his wife and children, and his father, Howard, who is a retired Foreign Service officer.

U.S. Track and Field Stars Take Part in Moscow Competition

American track and field teams composed of more than 40 leading athletes, men and women selected by the Amateur Athletic Union, entered competitions in Moscow, July 15-16. The visit of the American athletes in the Soviet Union, falling within the terms of the United States-U.S.S.R. Exchange Agreement of November 19, 1959, was carried out under the auspices of the United States International Program for Cultural Presentations administered by the Department of State.

The American men triumphed 13 to 9 in events and 124 to 111 in points, breaking world records in the broad jump and the 400-meter team relay. A Russian established a new men's high jump record. The American women broke the world's record in the 400-meter team relay, tied a record in the 100-meter dash but were defeated in six other events.

Following the Soviet competitions, the AAU teams toured West Germany, Great Britain and Poland under private auspices.

TOURISM IN THE FAR EAST

New Survey To Be Released By Commerce Department

Soon to be released by the Department of Commerce is a well-organized, very readable survey of international tourism, unique in that it is a study of great depth covering a large area of the world.

Entitled "The Future of Tourism in the Pacific and Far East," the report is designed to aid persons and organizations who are professionally interested in international tourism.

It seeks to explain how and to what extent tourism can be used to strengthen the economies of Hong Kong, Singapore, the Federation of Malaya, Thailand, Cambodia, Viet-Nam, Fiji, Tahiti, New Zealand, Australia, New Caledonia, Indonesia, the Philippines, Taiwan, the Ryukyu Islands, Japan, and Korea.

Several years ago the Department of Commerce, convinced of the desirability and usefulness of a tourism-travel study of such magnitude, agreed to co-sponsor the project with the Pacific Area Travel Association. Commerce undertook to administer the project and the International Cooperation Administration supplied the major portion of the funds to carry it out. Checchi and Company of Washington, D.C., was hired on a contract basis to do the necessary research, and Harry G. Clement, vice president of that company, is author of the study.

Work was begun in September 1958 and initial research, statistical projections of the U.S. market, and an attitude study covering seven United States and Canadian cities were completed by the end of that year. Field work, including three separate trips covering more than 200,000 miles, took place between January 1959 and May 1960. The final report, except for visual presentations, was completed in December 1960.

The value of the report lies in the fact that it provides a blueprint for action for those people who are in a position to develop tourism; it contains new material and attempts to break new ground in the tourism-travel field.

Particular attention is given as to how the countries in the Pacific and Far East may work together, bilaterally, multilaterally, and regionally, to help themselves and each other to develop their international tourist business.

Tourism is one field of economic activity where regional cooperation can be brought about with little pain--what helps to develop tourism in one country tends to aid its development in neighboring areas. The author proposes multi-country cooperation in the field of technical assistance, promotion, and financing.

The report concludes that a real tourism potential exists in the area studied and that, if properly developed, tourist expenditures can, by 1968, quadruple over 1958--and, in many cases, the economic impact of these expenditures can be spectacular. The survey indicates that such quadrupling is attainable and reflects a long-term trend that can continue if proper steps are taken.

FIRST IN WEST AFRICA

U.S. Trade Exhibit in Ghana

The first United States Trade Exhibit held in any of the new West African republics will be staged at Accra, Ghana, next November. The exhibit, sponsored by the Commerce Department's office of International Trade Fairs, will be a practical, working, do-it-yourself demonstration of how the people of Ghana can help themselves achieve their goal of economic and social independence. Under the theme "Small Industries Are Big Business," the exhibit is designed to illustrate the real interest of the United States Government in assisting the new Republic of Ghana develop its industry by providing both visual and manual examples of what can be done by using simple tools and production techniques.

Starting with on-the-site construction of a low-cost three-bedroom ranch model home by local workmen from local materials, the exhibit will turn out other equipment to be used in the house--aluminum awnings, venetian blinds, window shades, draperies, furniture and folding doors.

To show how workers can be industrially trained, a complete small machine shop and sheet metal shop, a wood working and heat treating shop, and an automotive repair shop will provide an on-the-spot course for students who will be "graded" on the products they turn out. Another training school will provide a 30-day course in communications and audio-visual training aids, covering assembly operation and maintenance.

The latest methods in educational training will be demonstrated in a schoolroom set up for teaching elementary grades.

Other exhibits designed to interest everyone from industrialists and businessmen to white collar workers and farmers will include business machines, plant operation equipment, agricultural and road-building machinery, and commercial fishing and canning equipment. A special exhibit will show how Americans use cocoa, Ghana's top export.

Over 100 American firms are participating in the exhibition. A number of the exhibits will display United States products for which the manufacturers will be seeking distributors, agents and other local business connections. These products will include refrigerators, stoves, freezers, radios, dehumidifiers, phonographs, and other items in the consumer goods line.

For the youngsters there will be a small auto track for go-cart racing. In a nearby pool, recreational boats and outbord motors will be demonstrated. And in the adjoining display area will be a helicopter and several light planes.

Ghanaian women will be able to watch a fashion show and tour a working laundry and dry-cleaning plant.

The U.S. Exhibition, now scheduled for November 24 through December 24, will occupy an 8-1/2-acre site near Accra's waterfront and commercial center. More than one million visitors are expected.

Legislative Roundup

The following bills, covering matters of special interest to State Department members, were acted on by Congress between June 16 and July 15:

APPROPRIATIONS: Public Law 87-65, signed on June 30, 1961, provided funds for continuing those functions of government for which annual appropriations bills were not enacted prior to July 1.

CLASSIFICATION: The House and Senate Post Office and Civil Service Committees heard testimony on H.R.7377 and S.1782, bills to increase the limitation on the number of positions which may be placed in the top grades (supergrades) of the Classification Act.

COMMERCE DEPARTMENT--TRAVEL SERVICE: Public Law 87-63 was signed on June 29, 1961 establishing in the Department of Commerce an Office of International Travel.

EMERGENCY EVACUATION: S.2555 to provide for allotment and advancement of pay to civilian employees in cases of emergency evacuation in overseas areas was reported, with amendments, on June 27, H. Rept. 584.

FOREIGN COMMERCE: Hearings were held on S.1729, a bill to promote the foreign commerce of the United States (Foreign Commerce Corps in the Department of Commerce) on June 21, 22, and July 11 and 13.

MUTUAL SECURITY FOREIGN AID (A.I.D.): Hearings have continued before the House Foreign Affairs Committee and the Senate Foreign Relations Committee on H.R.7372 and S.1983, bills to promote the foreign policy, security, and general welfare of the U.S. by assisting peoples of the world.

RETIREMENT--CIVIL SERVICE: S.188 to provide optional retirement with full benefits after 30 years of Government service was ordered favorably reported on June 20, with an amendment to establish the minimum retirement age at 55.

RETIREMENT: H.R.6141 to amend the act of September 1, 1954, so that the denial of annuities, pensions, etc. would only apply in cases involving the national security, was passed by the House on July 12.

TRAVEL PER DIEM: H.R.3279 to increase the maximum rates of per diem allowance for employees of the Government traveling on official business, which passed the House on May 18, with committee amendments, was favorably reported by the Senate Committee, with amendments, on July 14 (S. Rept. 544).

The following bills have been introduced and referred to appropriate Committees:

DISARMAMENT: S.2180 (Humphrey), also H.R. 7936 through H.R.7984 and 7996 (Green); bills to establish a U.S. Disarmament Agency for World Peace and Security. Under consideration by the Senate Government Operations and House Foreign Affairs Committees.

EMPLOYEE ORGANIZATIONS: H.R.8082 (Joelson); a bill to provide for recognition of Federal employee unions and to provide procedures for the adjustment of grievances. Under consideration by the House Post Office and Civil Service Committees.

FOREIGN SERVICE: H.R.8147 (Seely-Brown); a bill to establish a Foreign Service Officers' Training Corps. Sent to the House Foreign Affairs Committee.

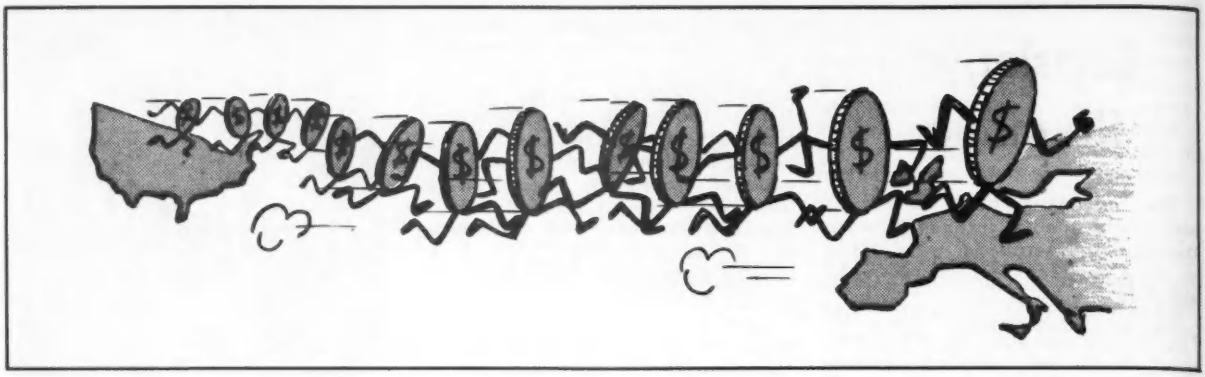
NATO: H.J.Res. (McCormack); a bill extending through June 30, 1962, the life of the U.S. Citizens Commission to NATO. Assigned to the House Foreign Affairs Committee.

QUARTERS: H.R.7625 (Morrison); a bill to provide that civilian officers and employees of the U.S. shall not be required to occupy Government quarters unless the head of the agency concerned makes certain determinations. Sent to the House Post Office and Civil Service Committees.

RETIREMENT--CIVIL SERVICE: H.R.8116 (Germain); a bill to provide annuities from the Civil Service Retirement and Disability fund for widows of Government employees for certain additional periods, and for other purposes. Assigned to the House Post Office and Civil Service Committees.

AT COCHABAMBA, Bolivia--Consul Paul B. Carr (right) presents a cash award of $125 to Chauffeur Maximo Salvatierra Yucra for his outstanding service. In the center are Patrick H. Ramsey and David Rowe of the Consulate staff.

AMBASSADOR ANTHONY J. DREXEL BIDDLE makes his first official visit to the Consulate General at Barcelona. He presented a silver tray to Sr. Miguel Ramus, who retired after 44 years of service with the Consulate General. Shown with him are members of the American and local staff.



QUESTIONS AND ANSWERS

The United States Balance of Payments: What It Means--What Is Being Done About It

What is meant by the U.S. balance of payments?

The U.S. balance of payments is the financial record of transactions which take place between the United States and the rest of the world during a particular period of time. Whenever a U.S. resident buys something from a foreign seller, whenever a foreigner buys something from a U.S. resident, whenever money is borrowed from abroad or is loaned abroad--all these transactions and many others as well are recorded in our balance of payments.

The U.S. balance of payments is set up to show, on the one hand, all U.S. payments to other countries made during a certain period and, on the other hand, all U.S. receipts from other countries during that period.

U.S. payments include such items as the purchase by an American importer of a car built in Germany or coffee grown in Brazil. Also, Americans pay money to foreigners when traveling overseas, when sending cash to persons living in other countries, when our businessmen build factories abroad, or when a U.S. resident buys a Canadian bond. U.S. payments also include the amounts the U.S. Government spends overseas. For example, our Government spends large sums to pay the costs of stationing our troops abroad. It also makes loans and grants to other countries under our foreign aid programs, a relatively small part of which is spent for foreign goods and services.

Examples of U.S. receipt items are the sale of U.S. products to foreigners or shipment of U.S. products under foreign aid loans and grants, the transportation and living expenses of foreign tourists visiting our country, or repayment of loans to our Government or to private U.S. lenders by foreign borrowers.

The United States has a balance-of-payments deficit when our payments are larger than our receipts. This means we have paid out more dollars than we have received. Thus foreigners gain dollars from us when we are in deficit. They can either hold the dollars or convert them into gold at the U.S. Treasury. When they convert dollars into gold, this reduces U.S. gold reserves.

In 1960 the United States had a large surplus of exports over imports, yet we finished the year with an adverse balance of payments. Why?

It is true that in 1960 U.S. businessmen sold more American goods abroad than foreigners sold to us. Our exports--or sales of American goods abroad--were almost $5 billion larger than our imports--or purchases of foreign goods.

However, this merchandise trade--our exports and imports--is only one part of our balance of payments. The surplus which we built up in this trade was large, but not large enough to cover the deficits in the other items in our balance of payments.

For example, we spent large amounts of money to pay the costs of our troops stationed in other countries in order to help defend ourselves and our free-world allies. In addition, we provided aid to less developed nations in Latin America, Asia, and Africa. Further, our businessmen invested sizable amounts of money in other countries in order to develop raw materials resources which our economy needs and to build up markets overseas. All of these expenditures were very important to us and must be continued.

The total of these and other expenditures was larger than the surplus which we achieved in our merchandise trade, so that in 1960 we had a substantial net deficit in our total balance of payments. We must, therefore, achieve still larger surpluses in our merchandise trade in order to eliminate our balance-of-payments deficit.

What has been happening to the U.S. balance of payments in recent years?

For some years now we have consistently had a balance-of-payments deficit, but it has become serious only in last 3 years.

From 1951 through 1957 the payments deficit averaged about $1 billion per year. It was not accompanied by any gold outflow from the United States, because foreign countries were, on the average, willing to hold an additional $1 billion in dollars each year rather

than convert these dollars into gold.

But in the years 1958 through 1960 the balance-of-payments deficits became very large, totaling $11 billion for the 3-year period. Moreover, foreigners were not willing to hold in the form of dollars the entire $11 billion they gained from us. They converted about half that amount into gold by using dollars to buy gold from the U.S. Treasury. Hence U.S. gold reserves declined by almost $5 billion.

Does a balance-of-payments deficit necessarily mean an outflow of American gold?

Not necessarily. It depends on whether foreign countries are willing to hold their dollar accumulations as dollars--for example, in bank accounts in the United States--or whether they convert them to gold. If they hold them as dollars, there is no gold outflow. It is when they choose to convert their dollar holdings to gold, by using the dollars to buy gold from the U.S. Treasury, that the outflow occurs.

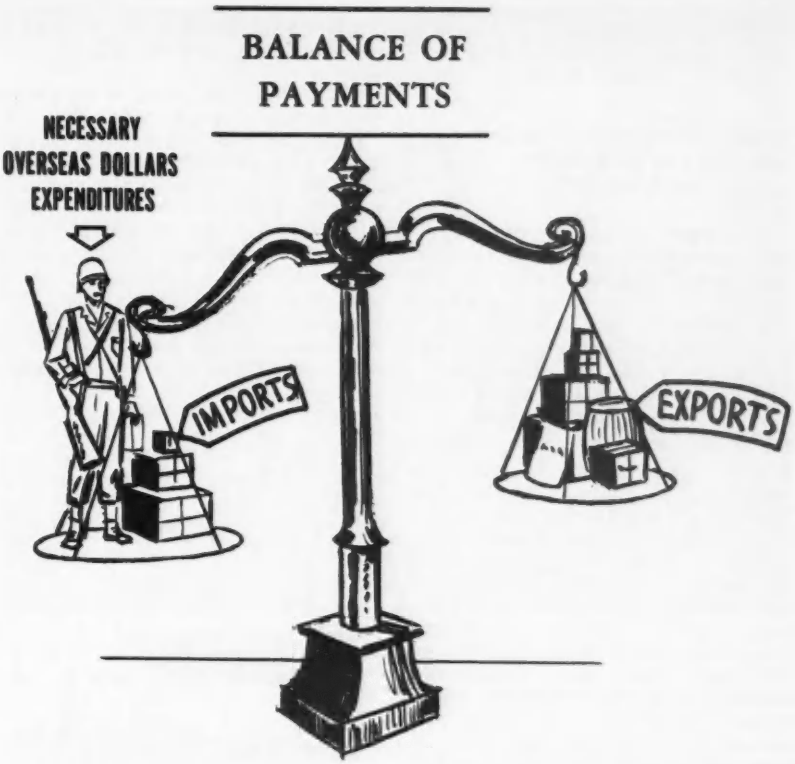
Actually the gold they buy is usually held in an "earmarked" account for them in the New York Federal Reserve Bank and seldom is shipped out of the United States. This "earmarked" gold, of course, is not counted as part of the U.S. gold stock since it no longer belongs to us.

What happened in 1960 to make our balance-of-payments problem of urgent concern?

One of the big problems in connection with the U.S. balance of payments in 1960 resulted from the fact that during the last half of the year both foreigners and Americans transferred large sums from the United States to Europe. This transfer did not mean that large sums of coins and paper money were physically carried abroad. Generally the transfer took the form of shifts of bank accounts.

Why did these funds move from the United States to Europe? Partly because changes in interest rates made it profitable to shift funds to Europe.

In the United States there was a slack in the economy and our interest rates were lowered in order to encourage borrowing and business expansion. Europe, on the other hand, was in the midst of a boom and the authorities there raised interest rates in order to discourage borrowing and control



price inflation. Thus it became profitable to transfer money to Europe where it would earn higher interest.

It was, however, not only the differing interest rates that encouraged the transfer of funds to Europe. A further factor was speculation as to whether the gold value of the dollar would be maintained. When President Kennedy reaffirmed the U.S. Government's intention to keep the price of gold at $35 per ounce, the speculation largely disappeared.

Apart from this transfer of money from the United States to other countries during the last half of the year, the U.S. balance of payments showed a deficit of $1.5 billion in 1960--still a large deficit but a substantial improvement over the deficits in 1958 and 1959.

Could the 1960 situation have been avoided?

It would have helped if there had been means for closer international consultation about such a problem as that noted above--namely, the fact that the United States and other major countries were following different interest rate policies in 1960 which encouraged an outflow of money from the United States.

Fuller international consultation might also have permitted a coordinated and more effective attack on the problem of speculation in gold in the fall of 1960.

One of the major purposes of the new Organization for Economic Cooperation and Development (OECD) is to provide for closer consultation and coordination of economic policies by the various member states, which will include the United States, Canada, and most of Western Europe. Thus in the future we will be better prepared to meet these problems.

Are balance-of-payments deficits of $3.8 billion or more annually likely to continue?

No. Deficits of this magnitude are not likely to continue. It is the announced policy of the U.S. Government to see that they do not continue.

More than half of the 1960 balance-of-payments deficit was due to a flow of dollars abroad for short-term lending or speculation. This flow resulted from special factors discussed in a previous question and has now declined very markedly.

As a result of the Executive order of January 14, 1961, prohibiting Americans from holding gold abroad, the transfer abroad

(continued on next page)

(continued from preceding page)
by Americans of dollars to purchase gold should cease.

What is being done to help the long run balance-of-payments situation?

The remaining "basic" deficit in our balance of payments is being attacked vigorously with the objective of eliminating it within a few years.

The President announced on February 6, 1961, a 14-point program designed to eliminate our deficit. His program includes the following measures:

- U.S. membership in the new Organization for Economic Cooperation and Development (approved by the Senate on March 16). OECD will provide a forum in which the member nations can coordinate their policies so that conditions which lead to such short-term dollar flights as occurred in 1960 can be prevented. OECD will also give us the means to work closely with other industrialized nations to determine ways in which they can assume a greater share of the cost of aiding less developed nations—another factor in our balance-of-payments deficit.
- An intensified drive to promote U.S. exports, including encouragement to private exporters, an increase in U.S. commercial representatives and facilities abroad, and increases in the Trade Mission Program and foreign trade centers.
- Creation of an Advisory Committee on Labor and Management Policy to encourage productivity gains in U.S. industry, to advance automation, and to encourage sound wage policies and price stability—all directed to the end that U.S. goods may be priced low enough to compete in the world market.
- Expansion of facilities for financing and guarantees to U.S. exporters.
- A major new program to encourage foreign travel in the United States.
- Exploration of all feasible and desirable means of expanding exports of our farm products.
- Continued emphasis on procurement of U.S. goods for economic assistance programs until reasonable equilibrium in the U.S. balance of payments has been achieved.
- Further efforts to reduce or eliminate discrimination, restrictions, and tariffs against U.S. exports.
- Efforts to urge Western European countries with strong reserve positions to eliminate restrictions on investments by their citizens in the United States and other countries.
- Legislation to prevent the abuse of foreign "tax havens" by U.S. capital abroad and a study of our tax laws to see if they unduly stimulate the flow abroad of U.S. capital.
- Reduction of the duty-free allowance for U.S. travelers returning from abroad to the former limit of $100.
- Procedures to insure that budgetary decisions involving overseas outlays will be taken with full understanding of their impact on our balance of payments.
- Limitation on dollar expenditures by military personnel abroad to make up for the dollar savings which had been anticipated by the order limiting the number of military dependents, which has been rescinded.

Would an increase in foreign travel to the United States help ease our payments problem?

Yes. As President Kennedy has pointed out, such travel "constitutes a large potential market hitherto virtually untapped." Noting that American travelers annually spend about $2 billion abroad compared with approximately $1 billion spent by foreign travelers in the United States, the President asserted that economic conditions in many foreign countries have improved to the point where a strong travel promotion effort by this country can be expected to yield significant results. The new U.S. travel promotion program will include the establishment of travel offices abroad, new advertising campaigns, action to simplify our visa and entry procedures for temporary visitors, and efforts to relax foreign restrictions on travel to the United States.

Would a cut in our economic aid program help the balance-of-payments situation materially?

Our economic aid programs have a much smaller impact on our balance of payments than is commonly realized. Roughly three-fourths of our aid funds in recent years have been spent right here in the United States for U.S. goods and services shipped abroad.

Moreover, steps have been taken in the past 2 years to place increased emphasis in these programs on buying from U.S. sources, and it is expected that this increased emphasis will continue. In his message to Congress on foreign aid on March 22, President Kennedy said:

"In deciding on this program, I have also carefully considered its impact on our balance of payments. We are now putting maximum emphasis, in both our development lending and grant aid programs, on the procurement of goods and services of U.S. origin. As I pointed out in my message on the balance of payments, under present procedures not more than 20 percent of foreign economic aid expenditures will affect our balance of payments."

Are higher U.S. tariffs the way to improve our balance-of-payments situation?

In 1960 our merchandise trade surplus of exports over imports amounted to $4.7 billion. The best way to improve our balance-of-payments situation is to increase this surplus further by continuing expansion of our commercial exports. Higher U.S. tariffs are likely to interfere with this objective in several ways.

First, when U.S. industry is protected by tariffs, it is under less pressure to keep its costs and prices down. In this situation our export goods cannot compete as effectively in world markets and the growth of our exports is likely to be retarded.

Second, the experience of the 1930's suggests that, if one major trading country resorts to higher tariffs, other trading countries are likely to retaliate quickly, with the result that no country's exports benefit and the volume of international trade declines.

Third, insofar as higher U.S. tariffs would reduce purchases from poorer countries abroad, it would also reduce their ability to buy U.S. goods since these countries spend dollars and other foreign currencies about as rapidly as they earn them.

For such reasons as these the resort to higher tariffs would hurt world trade and the U.S. consumer without providing any benefit to our balance of payments.

Why is the solution of the U.S. balance-of-payments problem vital to the economic health of the whole free world?

Continued large deficits in the U.S. balance of payments and loss of our gold are naturally of concern to us. But they also are of concern to the rest of the free world because they make it more difficult for us to carry out some of our important overseas responsibilities which benefit the whole free world.

The United States makes four basic contributions to the economic strength of the free world.

1. The United States provides substantial amounts of public and private capital for the development of the less developed countries.
2. The United States plays a leading role in promoting a system of liberal trade policies among all free-world countries, thus encouraging an expansion of healthy international trade.
3. The United States contributes heavily to the defense and therefore the economic stability of the free world.
4. The United States manages the international gold exchange standard and acts as the major reserve banker for the free world, thus facilitating trade and payments among all countries.

As the President stated in his balance-of-payments message, "...we are the principal banker of the free world and any potential weakness in our dollar spells trouble, not only for us but also for our friends and allies who rely on the dollar to finance a substantial portion of their trade. We must therefore manage our balance of payments in accordance with our responsibilities. This means that the United States must in the decades ahead, much more than at any time in the past, take its balance of payments into account when formulating its economic policies and conducting its economic affairs."

Reprinted from Department of State Publication No. 7194

Foreign Affairs Manual, Volume 2, Distributed

Another volume of the new Foreign Affairs Manual has been distributed. Volume 2, General, furnishes guidance in various fields such as post management, field organization, opening and closing posts, inspection, training, privileges and immunities and protocol. The new volume has an index and other improvements which are designed to facilitate the use of the regulations.

GIFT FROM A PRESIDENT: Secretary Rusk looks on with approval as Max Isenbergh, Deputy Assistant Secretary, presents an autographed copy of the autobiography of President Kwame Nkrumah of Ghana to Armenta Estella Adams. President Nkrumah sent the book in appreciation for a series of concerts the talented young New York pianist recently gave in his country.

TRIUMPHANT CONCERT TOUR

Secretary Commends Young Pianist; Mr. Nkrumah Sends Her a Present

Secretary Rusk has commended Armenta Estella Adams, a 25-year-old New York pianist, for her recent triumphant concert tour in Sierra Leone, Liberia and Ghana.

A ceremony honoring Miss Adams was held at the Department on July 20 when she was presented with an autographed copy of the autobiography of President Kwame Nkrumah of Ghana.

President Nkrumah sent the book as a token of his appreciation to Miss Adams for the concerts she had given in Accra and, in particular, for the private recital she had given at his residence.

Max Isenbergh, Deputy Assistant Secretary of State for Educational and Cultural Affairs, was host at the presentation. Unexpected and unannounced, the Secretary of State joined the gathering to commend Miss Adams personally for the contribution she had made to American foreign relations.

At the invitation of the Government of Sierra Leone, Miss Adams went to Africa in April to participate in the independence celebrations of that country. She later gave several concerts in Ghana sponsored by USIS.

Miss Adams cancelled plane reservations for London in order to accept an invitation to give a private recital for President Nkrumah, his family and guests. Her ambitious program ranging from Bach to Prokofieff and Negro Spirituals was enthusiastically received. "Magnificent!" President Nkrumah exclaimed. "We need more things like this in Ghana."

The Ghananian Times called her recital "unmatched in the history of classical music in Ghana."

James Killen Appointed USOM Director in Korea

James S. Killen has been appointed as Director of the United States Operations Mission to Korea, replacing Dr. Raymond T. Moyer whose retirement was recently announced.

Mr. Killen who has been Director of the United States aid program in Pakistan since September 4, 1957, will arrive in Seoul about September 1. Mr. Killen's successor in Pakistan is expected to be named shortly.

Notes on Bureau Activities

AFRICAN AFFAIRS

Chiefs of Mission and Principal Officers from all African posts south of the Sahara met with Under Secretary Chester Bowles and Assistant Secretary G. Mennen Williams to discuss matters of general interest, and to acquaint one another with administrative and substantive problems. Upon completion of the 6-day conference, which opened July 23, the Under Secretary and Assistant Secretary traveled to a similar meeting at Nicosia, Cyprus for NEA and African posts north of the Sahara. Upon completion of the Nicosia conference Assistant Secretary Williams traveled to the Ivory Coast for the independence celebration on August 6-7. Then he toured Gabon, Angola, the High Commission Territories of Bechuanaland, Basutoland and Swaziland, then Mozambique, the Malagasy Republic and the Federation of Rhodesia and Nyasaland, to obtain first hand information on our operations in this area and to meet local leaders.

The Bureau of African Affairs has undergone a reorganization; the old Office of Western African Affairs (AFW) has become the Office of Western African and Malagasy Affairs with the acquisition of the latter country to its jurisdiction. The symbol will remain "AFW". AFW has given up the Republic of the Congo, (Leopoldville) and Ruanda-Urundi, and these posts have been formed into the Office of Central African Affairs (AFC). Sheldon Vance is the Office Director.

Charles H. Mace is the new Executive Director of the Bureau of African Affairs, replacing Alfred Wellborn on July 17. Mr. Mace has recently completed the course at the Industrial College of the Armed Forces.

Charles H. Mace

Distinguished African visitors during the month of July included Prime Minister Balewa of Nigeria; Prime Minister Nyerere of Tanganyika; Minister of State Jean Marie Kone from Mali; and a Nigerian Trade Mission headed by Chief Festus S. Okotie-Eboli, the Nigerian Federal Minister of Finance.

The Consulate at Zanzibar was re-opened on June 29 with Frederick Picard as Principal Officer. The Consulate had been closed during World War I, after being open for over 75 years.

John M. DuPont, transferred from Salisbury to Leopoldville as Consul Officer.

William Edmondson, transferred from Department/RME to Accra as Political Officer, replacing Stephen Gebelt.

Halvor O. Ekern, transferred from Reykjavik to Freetown, as Deputy Chief of Mission, replacing Herbert T. Reiner.

Sam E. Lesher, transferred from Department/CU to Yaounde as Consular Officer, replacing Henry Holmes.

John A. Anderegg, transferred from Elizabethville to Dar-es-Salaam as Foreign Service Officer (General), replacing Barrington King.

Herman J. Cohen, transferred from Department/FSI to Kampala as Consular Officer, replacing Howard Funk.

Robert S. Littell, Jr., transferred from Department of State/FSI to Conakry as General Services Officer.

Leo G. Cyr, transferred to Tunis from Yaounde as Deputy Chief of Mission, replacing David McKillop.

EUROPEAN AFFAIRS

Chadwick D. Braggiotti, who recently attended the Senior Seminar on Foreign Policy at the Foreign Service Institute, has been assigned to Luxembourg as Counselor of Embassy, Deputy Chief of Mission.

William H. Christensen, formerly at Saint John's, has been assigned to Port of Spain as Deputy Chief of Mission.

Albert W. Sherer, Jr., who recently attended a course of study at Harvard University, has been assigned to Warsaw as Counselor of Embassy.

Joseph Sweeney, formerly Officer-in-Charge of General Assembly and United Nations Organization Affairs, Bureau of International Organization Affairs, has been assigned to the Office of British Commonwealth and Northern European Affairs as Officer-in-Charge of United Kingdom and Ireland Affairs, replacing James W. Swihart who has been assigned to Tehran as Counselor of Embassy for Economic Affairs.

Teresa E. Pietroski and Dorothy E. Walker received Cash Awards for sustained superior performance from Assistant Secretary for European Affairs Foy D. Kohler. Miss Pietroski is in the Office of Soviet Union Affairs, and Miss Walker is in the Message Center of the Bureau of European Affairs.

Teresa E. Pietroski

Dorothy E. Walker

Joseph J. Wagner, formerly Deputy Chief of Mission at Addis Ababa, has been assigned to London as First Secretary, Political Officer.

Olaf A. Hougen, formerly Professor of Chemical Engineering at the University of Wisconsin, has been appointed a Foreign Service Reserve Officer and assigned to Stockholm as Scientific Attache.

Ralph J. Ribble, formerly Administrative Officer at Panama, has been assigned to the Bureau of European Affairs as Deputy Executive Director.

Robert H. Kranich, formerly at Bonn, has been assigned to the Office of European Regional Affairs as NATO Special Adviser.

Walter J. Mueller, formerly Special Assistant in the Bureau of Security and Consular Affairs, has been assigned to Saint John's as Principal Officer.

Ancel N. Taylor, whose most recent assignment was as Chief of the Employment Division, Office of Personnel, has been assigned to Vienna as First Secretary, Administrative Officer.

Lawrence Koegel, formerly in

the Office of the Executive Director, Bureau of African Affairs, has been assigned to Bonn as Budget and Fiscal Officer.

Virgil L. Barr, formerly with the Department of Interior, has been assigned to London as Petroleum Officer.

FAR EASTERN AFFAIRS

Robert W. Rinden is the new Deputy Director of the Office of Chinese Affairs.

Arthur H. Dornheim has assumed his duties as International Economist in the Office of Chinese Affairs.

Robert L. Kinney is now Labor Adviser for the Bureau.

James A. Klemstine has relinquished his duties with the Korean Affairs office to attend FSI Russian Area and Language training.

Harry E. T. Thayer, former Post Management Officer, Office of the Executive Director, is now attending the Taichung Language School.

Edwin W. Martin will be departing soon for his new assignment as Political Adviser, CINCPAC, Honolulu. He was formerly Director of the Office of Chinese Affairs.

INTER-AMERICAN AFFAIRS

At a White House ceremony July 17, Ambassador Robert F. Woodward took his oath of office as Assistant Secretary for Inter-American Affairs and Mr. de Lesseps S. Morrison took his oath of office as the United States Representative to the Council of the Organization of American States.

Taylor G. Belcher has been assigned as Office Director of the Office of West Coast Affairs.

William Barnes has been assigned as the Deputy Office Director of the Office of Central American and Panamanian Affairs to replace Charles Higdon who has been assigned to the Army War College.

Park F. Wollam has been assigned as Special Assistant to the Assistant Secretary to replace Frank Devine.

John Cope has been assigned as Officer in Charge of Argentine Affairs to replace James F. O'Connor who has been assigned to Djakarta as Chief of the Political Section.

S. Morey Bell has been assigned as Officer-in-Charge of Uruguayan Affairs to replace John Cope.

Ralph W. Richardson has been assigned as Officer in Charge of Chilean Affairs to replace Robert M. Phillips who will attend the Senior Seminar at the Foreign Service Institute.

AT BUENOS AIRES--Ambassador Roy R. Rubottom, Jr. pins a 20-year Length of Service pin on Celestino del Castillo. Viewing the ceremony are Evelio Migueiez, Antonio Puente, and Deputy Chief of Mission Henry A. Hoyt.

John H. Crimmins has been assigned as Deputy Office Director of the Office of Caribbean and Mexican Affairs to replace Robert A. Stevenson who will attend the National War College.

Sam Moskowitz has been assigned as Officer-in-Charge of Venezuelan Affairs to replace John J. Ingersoll who has been assigned as a Political Officer at Buenos Aires.

Bruce Lancaster has been assigned as Officer-in-Charge of Colombian Affairs to replace Sam Moskowitz.

John McIntyre has been assigned as Officer-in-Charge of Nicaraguan Affairs to replace Richard M. Herndon.

Ernest Duff has replaced John McIntyre as the assistant to the Labor Advisor for the Bureau.

In the Office of Inter-American Regional Political Affairs, John Cates has been assigned to replace Henry C. Reed as Deputy Office Director, William Bowdler has replaced Earl H. Luboensky and Tobias Hartwick has been assigned to replace Robert Redington.

Peter Romano has replaced Frank Ortiz as Staff Assistant to the Assistant Secretary. Mr. Ortiz has been assigned as Special Assistant at Embassy Mexico City.

Lowell Kilday has replaced William T. Pryce as Staff Aide to the Assistant Secretary.

James Holway has replaced Mr. Kilday as Policy Reports Officer.

Charles P. Torrey has been assigned as Officer-in-Charge of Dominican Republic Affairs to replace Richard B. Owen who has been assigned to advanced economic training at Stanford University. Robert Follestad will replace Mr. Torrey as Assistant Officer-in-Charge of Cuban Affairs.

Deputy Assistant Secretary Milton Barall accompanied Assistant Secretary of the Treasury John Leddy and Richard Goodwin of the White House Staff to meetings of the Central American and Panamanian Foreign Ministers and Ministers of Economy held at Tegucigalpa, Honduras from July 21-23.

Richard Godfrey, Officer-in-Charge of Guatemalan Affairs, recently returned from an orientation trip to Nicaragua and Guatemala.

Henry Dearborn recently completed consultation in the Bureau prior to departing, via home leave, for Bogota as Deputy Chief of Mission. Henry Hoyt, Deputy Chief of Mission at Buenos Aires, was recently in the Bureau for consultation prior to home leave.

Other officers recently in the Bureau on consultation prior to departing for their posts were:

Robert W. Adams to Mexico City, C. K. Bevilacqua to Caracas, C. Dirck Keyser to Salvador Bahia, Gerald Lamberty to Guatemala City.

NEAR EASTERN AND SOUTH ASIAN AFFAIRS

Attending the Chiefs of Mission Regional Conference in Nicosia and New Delhi from the Bureau were: Phillips Talbot, Assistant Secretary, Adrian T. Middleton, Executive Director, and Robert C. Strong, Director, Office of Near Eastern Affairs. Mr. Strong attended the Nicosia Conference only, and proceeded from there to various Near Eastern posts. Messrs. Talbot and Middleton also proceeded to other NEA posts at the conclusion of the New Delhi Conference.

Just prior to his departure, former Assistant Secretary, G. Lewis Jones, presented outstanding performance awards to Audrey K. von Plonski and Mary Grace Rose of NE and GTI, respectively.

Among Officers on consultation in the Bureau during the past month were:

Robert Olson, transferring from Beirut to the Department; Robert S. Folsom, Consul General, Thessaloniki; John P. Mulligan, Political Officer, Tehran; Alfred Vigderman, assigned to Athens as MDAP Adviser; Herbert Brewster, transferring from Berlin to Athens as Political Counselor, replacing John A. Calhoun; James W. Swihart, transferring to Tehran as Economic Counselor, replacing Maurice F. W. Taylor; David C. Cuthell, returning to Istanbul;

Sidney Sherwood, Economic Officer, New Delhi; Frances Hyland, Commercial Officer, Colombo; William Rau, transferring from Thessaloniki to Port Said.

ADMINISTRATION

B. W. Ruffner, Director Joint Advisory Group on Financial Management, is on an extensive trip visiting a number of posts in Europe and the Near and Far East for the purpose of finding ways of reducing administrative paper work at posts and increasing the authority of the Chiefs of Mission on administrative matters.

J. Clayton Miller recently joined the staff of the Office of Management as a senior analyst. He was with the Development and Resources Corporation of New York.

ECONOMIC AFFAIRS

Gardner E. Palmer, formerly Coordinator for Commercial Activities, has been selected to serve as Faculty Adviser to the Industrial College of the Armed Forces. Theodore J. Hadraba, previously Director, Office of International Trade, has been designated to replace Mr. Palmer as Coordinator for Commercial Activities.

Mortimer D. Goldstein, Acting Chief, International Finance Division, Office of International Financial and Development Affairs, along with representatives of Treasury, Federal Reserve System, and the Council of Economic Advisers, has been serving as a member of the U.S. Delegation to an OEEC working party in Paris on the promotion of better international payments equilibrium. The third meeting of the working party took place on July 24. The activity of this group reflects heightened U.S. interest in the OEEC in anticipation of the coming into force of the OECD Convention, which has already been ratified by the United States.

Emerson M. Brown, Chief, Special Problems Branch, Trade Agreements Division, Office of International Trade, has been selected to attend the Senior Seminar in Foreign Policy beginning September 11 at the Foreign Service Institute. Mr. Brown will be replaced by Douglas Coster.

John C. Griffith, Office of the Assistant Secretary for Economic Affairs, Martha C. Carbone, Commercial Policy and Treaties Division, Office of International trade, Michael P. Boerner, Trade Agreements Division, Office of International Trade, and Herbert Swett, John Wentworth, and Walter Keville, all of the Economic Development Division, Office of International Financial and Development Affairs, will be attending university training in advanced economics beginning in September. Their university studies are being preceded by a one-month economic review course at the Foreign Service Institute which began August 7.

Albert W. Stoffel, Chief, Air Facilities Branch, Aviation Division, Office of Transport and Communications, has been selected to attend the Air War College at Montgomery, Alabama.

AT BAGHDAD--An Embassy driver, Abbass Sousa, receives an award of $100 for his excellent work. The award was presented in a ceremony on July 5 by Ambassador John D. Jernegan.

AT SAN SALVADOR--Ambassador Murat W. Williams presents a cash award in the amount of $100.00 to Mrs. Mariella Ruiz Quiros for her sustained work performance at the Embassy.

Harold A. Levin, formerly head of the U.S. Delegation to the Coordinating Committee (COCOM) in Paris (USRO), has been assigned the responsibilities of Chief of the International Business Practices Division, Office of International Trade.

The following officers have reported to their new assignments in the Bureau of Economic Affairs:

Dwight Ambach, Trade Agreements Division, Office of International Trade. *(continued on next page)*

Myron Brockway Lawrence, Economic Development Division, Office of International Financial and Development Affairs.

William Clappin, Shipping Division, Office of Transport and Communications.

EDUCATIONAL AND CULTURAL AFFAIRS

William C. Ackerman, Director of Special Projects of CBS News and Executive Director of CBS Foundation, Inc., has been appointed Special Assistant to Philip H. Coombs, Assistant Secretary of State for Educational and Cultural Affairs. Associated with CBS since 1940, Mr. Ackerman has had broad experience in broadcasting journalism and the administration of educational and cultural grants. He also has served a number of private organizations concerned with corporate contributions to education and other civic endeavors.

Joseph E. Slater, Deputy Assistant Secretary of State for Educational and Cultural Affairs, attended three Regional Operations Conferences in Lagos, Nicosia and New Delhi as a member of a Departmental delegation headed by Under Secretary Chester Bowles.

Saxton Bradford, Director of the Bureau of Educational and Cultural Affairs, accompanied G. Mennen Williams, Assistant Secretary for African Affairs, during the latter part of the Assistant Secretary's recent visit to Africa.

Carl J. Grip, former African area officer in the Foreign Leaders Branch, has been assigned to the Embassy in Oslo as a political officer.

J. William Henry has been assigned as Chief of the Foreign Leaders Branch replacing Ralph C. Talcott, who has been reassigned to the American Embassy in Rome as Cultural Affairs Officer.

Erin Hubbert, Chief of the Evaluation Branch, served as a Departmental delegate to the World Conference of International Houses and Centers held in Paris from July 17 through August 13.

Ralph K. Lewis, formerly of the Bureau of Intelligence and Research, has been assigned to Plans and Development Staff as principal planning officer for the Near East replacing Stewart G. Anderson, who is attending the Foreign Service Institute in preparation for assignment to Rio de Janeiro.

Paul Moy, returning from the Consulate General in Singapore, has been assigned to the Plans and Development Staff as a planning officer for the Far East replacing Donald C. Ferguson, who is taking Chinese language training at the Foreign Service Institute.

Donald W. Mulligan, returning from Madrid, has been assigned to the Foreign Leaders Branch as Latin American area officer.

Dudley G. Poore, planning officer for Europe on the Plans and Development Staff, has retired after 19 years of service with the educational and cultural exchange program.

David Wilson, formerly of the Bureau of Intelligence and Research, has been assigned as the Acting Chief of the Leaders and Specialists Division replacing H. Reid Bird, who has been transferred to the Embassy in Lisbon.

INTELLIGENCE AND RESEARCH

Keld Christensen has been designated Chief, British Commonwealth, Northern and Central Europe Division, Office of Research and Analysis for Europe (REU), succeeding William H. Witt, who has been assigned to the Army War College.

INTERNATIONAL ORGANIZATION AFFAIRS

Elmore Jackson, formerly with the American Friends Service Committee in Philadelphia, has joined the Office of the Assistant Secretary as Special Assistant for Policy Planning.

Howard Calderwood has returned to the Office of International Economic and Social Affairs from Geneva, where he has spent the past two years writing a repertory of practice of the World Health Organization under a Rockefeller Foundation grant. Laurence Wyatt, who has been assigned to OES during Calderwood's absence, has returned to HEW.

Paul Lanius, previously Economic Officer in Turin, Italy, has reported for duty in OES.

Alfred E. Wellons, previously Chief of the South Asia Division, INR, has been designated Officer in Charge, General Assembly and United Nations Organization Affairs, Office of United Nations Political and Security Affairs.

Miss Evelyn Colbert, formerly Intelligence Research Specialist, INR, has reported for duty in UNP.

Carter Hills, previously ICA Liaison Officer, has reported for duty in the Office of International Administration.

John Sauls, formerly assigned to the Office of Personnel, has reported for duty in OIA, replacing Paul Serey, who has transferred to FBO.

Richard Hagan has been designated Chief, Conference Program Staff, Office of International Conferences.

Robert M. Forcey, who has just completed economic training at Stanford University, has reported for duty in OIC.

William Gibson, Director of the Office of International Con-

OUTSTANDING PERFORMANCE rating is presented to Frank M. Williams, Jr. (left), Voucher Examiner, Office of Finance, by Deputy Assistant Secretary for Budget and Finance, Verne B. Lewis.

ferences, will serve as Secretary of the Delegation at the ministerial consultations on Berlin which began in Paris on August 5. Frank England, also of the Office of International Conferences, served as Administrative Officer.

The following OIC officers attended the special meeting of the Inter-American Economic and Social Council, held at the ministerial level at Punta del Este, Uruguay, August 5: Henry Allen, as Secretary of the Delegation; Joseph Capri, as Administrative Officer; and Irene Scher, as Documents Officer.

PUBLIC AFFAIRS

Mrs. Katie Louchheim, Consultant to the Department on Women's Activities, has joined the Bureau of Public Affairs as Special Assistant to the Assistant Secretary.

Katie Louchheim

Mrs. Louchheim will be concerned with increasing participation of women in informational and cultural activities related to our foreign policies. Her responsibilities will range from helping to coordinate the reception of foreigners in Washington to conferring with the White House, Congress, top officials of the Department, as well as other government agencies and private women's organizations, on their programs as they relate to the expanding role of women in these fields.

The Bureau of Public Affairs will appreciate offices of the Department keeping Mrs. Louchheim informed of the programs in their areas in which women might participate as individuals or members of groups.

It would also be appreciated if posts would advise the Department of the anticipated visit to the United States of prominent women of their area so that, if desired by the post, special courtesies may be provided for such visitors.

UNITED NATIONS MISSION

Ambassador Stevenson departed for Europe on July 3, where he will attend meetings of the Economic and Social Council in Geneva. Philip Klutznick, our Representative to ECOSOC, left for Geneva on June 23.

The President accorded the personal rank of Ambassador to Mr. Klutznick during the tenure of his appointment as the Representative to ECOSOC.

Clayton Fritchey has been named Director of the Office of Public Affairs of the Mission. Mr. Carpenter and Mr. Irwin continue to serve as Director of News Services and Director of Public Services, respectively.

Sidney Lazard has been appointed Public Affairs Officer.

Chauncey G. Parker, III, has transferred to the Political Section and will serve as Adviser on Political and Security Affairs.

Hugh H. Smythe has been appointed Adviser on Economic and Social Affairs.

Stephen Lancaster, of the Public Affairs Office, left the Mission on June 30 to go into private industry.

Robert O. Blake has joined the Mission staff as Adviser on Political and Security Affairs.

J. D. Spangler has been detailed to USUN for the next several months.

Miss Anne Devereux has joined the Reference staff of the Mission.

The following personnel have been at USUN in connection with meetings of the United Nations Trusteeship Council: Delmas H. Nucker, June 12-July 7 and July 14; Austin Acly and Miss Betty Driscoll, May 31 to July 19; Miss Ann Keenan, June 25 to July 19.

Mrs. Virginia Westfall was in New York on July 6-7 and July 13-14 for meetings of the United Nations Working Group To Consider the Question of Administrative and Budgetary Procedures.

Daniel Loubert of INR was here on July 10-11 to brief USUN staff members on the submission of Biographic Supplement forms.

F.S. Linguists

Since mid-June 46 Foreign Service officers have been tested for language proficiency by the Department's Testing Unit. According to the definitions of language proficiency a rating of "4" indicates the specialist level; a "5" rating indicates educated bilingual competency. The "S" stands for spoken language proficiency; the "R" for reading proficiency. Those officers who achieved the fluent or bilingual level in one or more foreign languages include:

FRENCH--Philip Axelrod, FSO-3, S-4, R-4; Margaret B. Caton, FSS-9, S-4, R-5; Thomas J. Hirschfeld, FSO-6, S-4, R-4; Philip M. Kaiser, Amb., S-4, R-4; James N. Plakias, FSO-2, S-4, R-4; James W. Pratt, FSO-2, S-4, R-4; Francoise G. Queneau, FSO-4, S-5, R-5; Peter Semler, FSO-6, S-4, R-4.

SPANISH--James E. Briggs, Jr., FSO-6, S-4, R-4; Francoise G. Queneau, S-4, R-4.

DANISH--Inger Hvoslef, FSS-10, S-5, R-5.

HUNGARIAN--Matild Holomany, GS-11, S-5, R-4.

NORWEGIAN--Valdemar N. L. Johnson, FSO-3, S-4, R-4.

RUSSIAN--Dexter Anderson*, FSO-6, S-4, R-4; Jack Matlock, FSO-5, S-4, R-4; Peter Semler, FSO-6, S-4, R-4.

GERMAN--Herbert S. Okum, FSO-4, S-4, R-4.

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*Listed incorrectly in the July News Letter.

AT PHNOM PENH--Ambassador William C. Trimble presents Miss Lura Beth Withers with a $100 award for her sustained work performance. Alongside the Ambassador is C. Robert Moore, DCM.

Foreign Service Institute

Early Morning Language Classes

The Foreign Service Institute will resume its early morning language classes in French, German, Italian, Russian, and Spanish on September 11. The classes will meet at the Foreign Service Institute, Arlington Towers, five days a week, 7:30 to 8:45 a.m., September 11 to January 26, 1962 (first semester) and from February 5, 1962 to June 8, 1962 (second semester). Transportation to Arlington Towers will be available from New State.

For those Foreign Service Officers who have attained a tested "S-3" level of language proficiency in French, German or Spanish, one advanced section in each of these three languages will be offered in the early morning program, if sufficient applications show a clear job requirement for advanced training. (Officers who have reached the "S-4" rating in the language will not be accepted for these classes, since their problem of language maintenance is relatively smaller.)

Students may continue through both semesters or they may terminate their training at the end of the first semester. New students may apply for the second semester, for which a later announcement and application will be issued.

HEADS TRAINING PROGRAMS

Virgil M. Elliott, Foreign Service officer, has succeeded Hilding A. Peterson as chairman of labor and commercial training programs of the Institute. Mr. Elliott has just completed a tour of duty in the Department of Commerce. His responsibilities include the International Labor Affairs Seminar, the Rotational Training Program in International Labor Affairs, the International Trade Expansion Seminar, and the Rotational Training Program in International Commercial Relations.

NEW ASSISTANT TO DEAN

Kenneth P. Landon, formerly of State and more recently a Senior Area Specialist with the National Security Council-Operations Coordinating Board Staff, has joined the Institute as Special Assistant to the Dean of the School of Foreign Affairs.

In addition to advising on general problems of foreign area study and certain other subjects based on his experience in the Government, academic life, and abroad, Dr. Landon will regularly serve as chairman of the Regional Seminar on Southeast Asia, a two-week course offered as part of Introductory Area Training at least seven times per year.

MID-CAREER COURSE

The 24th class of the Mid-Career Course on Foreign Affairs began at the Institute on July 3, 1961. Enrollees from the Foreign Service are: Raymond J. Becker, William P. Boswell, Marian C. Conroy, Michael A. Falzone; Robert H. Flenner, George W. Jaeger; David R. Raynolds, Robert F. Slutz, Jr., Robert B. Warner; Herbert S. Weast.

Personnel assigned to the course from other agencies are: Lt. Col. Marshall E. Baker, U.S. Air Force; Lt. Col. Joe V. Langston, U.S. Army; Robert B. Merrifield (CIA); and Milos Ptak (USIA).

INTRODUCTORY AREA TRAINING

With the conclusion of the fifth session of the new area training program on August 11 the Institute has provided introductory area training to a total of more than 250 U.S. Government officials since the inauguration of the program last February.

Officers of the Foreign Service comprise a little over half the total. The remainder include personnel of USIA, ICA, Defense, and other departments and agencies of the Government interested in foreign affairs and area studies.

The program consists of one week of Foreign Area Analysis followed by two weeks in one of eight regional seminars given concurrently on various areas of the world including Eastern Europe, Latin America, the Near East and North Africa, Africa south of the Sahara, South Asia, Southeast Asia, China, and Northeast Asia. In the fifth session 32 officers were enrolled in analysis studies and 56 in the regional seminars.

The sixth session of the program will be conducted from August 14 through September 1. The next (seventh) session is scheduled to be given October 2 through 20.

ECONOMIC TRAINING

As preparation for an academic year of university study of economics, the Institute is offering for the first time in August a four-week Review Course in Economics. The course is taught by two instructors from a university in the Washington area, each of them devoting approximately equal time to the subjects of contemporary economic analysis and mathematical tools of economic analysis. Twenty-three Foreign Service officers have been assigned to the course and to subsequent study of advanced economics at these universities: Harvard, Tufts (Fletcher School), Massachusetts Institute of Technology, Yale, Princeton, Michigan, Wisconsin, Northwestern, Stanford and California (Berkeley). Other FSO's will attend these or other universities for an academic year of advanced study of foreign areas or public administration.

BASIC FSO COURSE

The following officers, members of the July/September 1961 (45th) A-100 Basic Foreign Service Officers Course class, began eight weeks of basic training on Monday, July 17, 1961:

Jolahna D. Ballard, John D. Blacken, Stephen W. Bosworth, Richard I. Burnham, Hobart H. Cleveland, John S. Davison, Dale A. Diefenbach, Jerrold M. Dion, David A. Engel, Jonathan W. Ewing, Anthony G. Freeman, Frank R. Golino, Donald K. Guthrie, Frank G. Helman, Herbert A. Hoffman, Kenneth C. Keller, Edmund H. Kelly, William L. Lee, John J. MacDougall, Robert S. McClellan, William H. Metzer, Glenn A. Munro, Robert F. Ober, Jr., Charlton M. Pettus, Ralph C. Porter, Jerrold C. Rodesch, Leon M. Selig, Merle W. Shoemaker, Norman S. Smith, Robert R. Strand, Gerry E. Studds, Peter A. Sutherland, Elroy B. Thiel, John W. Warnock, Jr., Theodore S. Wilkinson, Thomas E. Williams, Hanna W. Woods, Ronald E. Woods.

CLICK, CLICK

Recreation Association Sponsors World-Wide Photo Contest

For the first time in four years, amateur and professional photographers in State, USIA, and ICA will have the opportunity to compete in a photographic contest conducted by the Department of State-USIA Recreation Association. The last contest, held in 1957, drew over 500 entries from all parts of the world.

There will be two categories for entries--"people" and "places," and only photos taken since May 1, 1960 will be eligible.

The winners in each category will be awarded suitable prizes, to be announced later. The ten best photos in each category will be enlarged and exhibited in the State Departmént foyer. After the exhibit, the salon prints will be given to the respective contestants.

Contestants will compete as either amateurs or professionals (those who have been gainfully employed at any time in a job which required continual or occasional picture taking), and duplicate prizes will be awarded to amateur and professional winners.

Here are a few contest rules:

1. Contestants must be members of the State-USIA Recreation Association.
2. The contest closes September 30, 1961.
3. Only black and white photos may be entered, though they may be made from color transparencies.
4. Contestants may submit a maximum of two entries--one each in the "people" and "places" categories.
5. The contestant's name, address, status (professional or amateur), and category of entry must be written clearly on the back of each photo.
6. Each photo must be accompanied by the original negative. All photos and negatives will be returned to contestants.
7. Entries may be submitted by mail or delivered directly to the secretary of the Department of State-USIA Recreation Association, Room 2917.

The judges for the contest will be outstanding photographic people from the Department and from private industry.

Winners of the 1958 photo contest were Keith de Folo, USIS officer in Rangoon, amateur class, and James Cudney, ICA officer in Kabul, professional class.

Kelakos Assigned

The Department of State has assigned Michael G. Kelakos, as the Deputy United States Permanent Representative to UNESCO in Paris. Mr. Kelakos, who will assume the position being vacated by Mrs. Magdalen G. H. Flexner, will serve under Dr. John Howard Morrow, former American Ambassador to the Republic of Guinea.

Michael Kelakos

Mr. Kelakos was born in Massachusetts and educated at the Massachusetts Institute of Technology.

1001 Club

The Department's informal honor club comprised of employees with sick leave credit of 1001 hours or more welcomes the following new members:

AMERICAN EMBASSY KUALA LUMPUR

Wilfred P. Allard, 1163 (USIS); William W. Blackerby, 1056; William B. Kelly, 1393; Q. Martin Morgan, 1024 (Agriculture); James L. O'Sullivan, 1552; Philip F. Vandiver, 1181.

AMERICAN CONSULATE NUEVO LAREDO

Jose Gonzalez, 1466; Betty Rex-Peterson, 1073; Goodwin Shapiro, 1183; Vicente Trinidad, 1136; Ben Zweig, 1064.

The Red Cross Needs More Blood Donors

FSO-8 Examining Panels Hold Sessions in Europe

Richard A. Johnson, Executive Director of the Board of Examiners for the Foreign Service, is participating in FSO-8 oral examining work in London, Frankfurt, Bern and Paris from July 29 through August 26.

The other panel members are:

Richard A. Johnson

London--Wilson T. M. Beale, Jr., Minister-Counselor for Economic Affairs, and Clinton L. Olsen, Counselor for Administration.

Frankfurt--Clifton H. Wharton, Ambassador in Norway, and J. Owen Zurhellen, Jr. Consul in Munich.

Bern--C. Hoyt Price, Counselor for Economic Affairs, and John F. Stone, Consul General, Geneva.

Paris--Randolph A. Kidder, Counselor for Political Affairs, and Herbert P. Fales, Counselor for Consular Affairs.

Before leaving for Europe, Johnson said he would exchange information with officers in the field about methods of selecting officers for foreign and departmental service.

FSS-13 Promotions

Patricia J. Dolan, Julie C. Finnegan, William R. Baque, Richard E. Yates, Phyllis L. Dathe, Paula M. Casteline, Dolores H. Cino, Irene Cairns, Imogene Sloan, Lois J. Tait.

FSO'S Visit Commerce

Foreign Service Officers visiting the Department of Commerce for consultations in June were: Arthur S. Abbott, James E. Akins, Morris Allen, Raymond J. Becker, Helen Biggane, Archie M. Bolster, James E. Briggs, Lester E. Edmond, Fred Exton, Jr., Gregory Gay, Roderick Grant, Thomas Hirschfeld, Edward J. Holway, Leo J. Ryan, Harry V. Ryder, Norman L. Smith, C. Melvine Sonne, Paul K. Stahnke, Thomas C. Stave, Andrew B. Wardlaw, Wendell Woodbury, Dan A. Zachary; also FSR's Victor C. Algrant, Paul H. Brent, Gordon Daniels, Frances D. Hyland, and Agricultural Attache Brice K. Meeker.

PERSONNEL

NEW APPOINTMENTS AND TRANSFERS IN THE FOREIGN SERVICE

RESIGNATIONS ☆ RETIREMENTS ☆ DEATHS

TRANSFERS AND NEW APPOINTMENTS

FOREIGN SERVICE OFFICERS

Adams, Robert, Dept. to Mexico City
Ashford, Howard J., Dept. to Iskenderun
Axelrod, Philip, Dept. to Bangkok
Berry, Maxwell K., Dept. to Iskenderun
Bevilacqua, Charles, Dept. to Caracas
Biggane, Helen, Dept. to Lisbon
Bolster, Archie M., Dept. to Tabriz
Borg, C. Arthur, Dept. to Tokyo
Brewin, Roger C., Dept. to La Paz
Brogley, Bernard, Accra to London
Brown, Bazil W., Martinique to New Delhi
Caldwell, G.W., Jr., Dept. to Monterrey
Churchill, Earl, Dept. to Bangkok
Cunningham, William, Taipei to Taichung
Dorland, Harold H., Dept. to Lisbon
Dorman, John, Dept. to Benghazi
Dorsz, Edmund J., Dept. to Frankfurt
Dubois, John, Dept. to Tokyo
Gay, Gregory, Aden to Port Elizabeth
Godley, G.M., Dept. to Leopoldville
Gordon, Herbert, Dept. to Phnom Penh
Grant, Roderick N., Dept. to Paris
Grindall, T.T., Dept. to Kabul
Gwynne, J. Guy, Dept. (FSI) to Managua
Hadsel, Fred L., London to Addis Ababa
Harper, Elizabeth, Tokyo to Kobe-Osaka
Helble, John J., Saigon to Hue
Hennemeyer, R.T., Belfast to Dares-Salaam
Herfurt, Jack A., Dept. to Rome
Heron, Philip E., Jr., Frankfurt to Dept.
Hill, John Calvin, Dept. to Ciudad Trujillo
Horner, John E., Beirut to Dhahran
Janney, S.M., Jr., Dept. to Mexico City
Johnson, Viola, Bogota to Buenos Aires
Kessler, Hugh D., Dept. to Curitiba
Larson, Helen H., Tokyo to Katmandu
Marrano, Louis M., Dept. to Buenos Aires
Mason, James D., Tunis to Brussels
Matheron, Richard, Dept. to Lagos
McBride, Robert, Dept. to Madrid
McElhiney, Thomas, Dept. to Khartoum
McSweeney, John, Dept. to Moscow
Michalka, Earl R., Dept. to Hong Kong
Mills, John L., Dept. to Caracas
Nussbaum, Jay, Dept. to Lagos
Piette, Onesime, Bombay to Dept.
Porter, William J., Dept. to Algiers
Rabida, Albert A., Guayaquil to Recife
Reed, Henry C., Dept. to Rio de Janeiro
Richmond, Mary K., Dept. to Tokyo
Ronald, Katherine, Dept. to London
Rosenthal, James D., Dept. to Saigon
Ryan, Robert J., Jr., Dept. to Ponta Delgada
Sampas, James G., Dept. to Ottawa
Sanders, Irving, Dept. to Seville
Scanlan, John D., Dept. to Warsaw
Schnee, Alexander, Dept. to Rangoon
Selak, C.B., Jr., Paris to Dept.
Shaw, David G., Dept. to Ciudad Trujillo
Shumaker, Loch, Bonn to Manila
Tanguy, Charles R., Dept. to Ankara
Thigpen, George, Dept. to Montevideo
Toth, Irene, New Delhi to Tokyo
Wallace, Robert, Dept. to Kabul
Ward, Robert E., Jr., Dublin to Dept.
Warnock, John A., Dept. to Salzburg
Widdifield, Edward, Cairo to Khartoum
Wilson, Evan M., Dept. to Beirut
Withey, F.M., Matamoros to Dept.

FOREIGN SERVICE RESERVE OFFICERS

Atkins, Edwin F., Dept. to Baghdad
Barringer, H.C., New Appt. to Athens
Boggs, Marion W., New Appt. to Dept.
Brown, J.H., Jr., New Appt. to Bangkok
Brown, Robert, Dept. to Wellington
Bull, Richard, New Appt. to Vienna
Carey, William D., Benghazi to Kampala
Daniels, Marion, New Appt. to Bogota
Fambrini, Robert, New Appt. to Salvador
Fleischer, Hugh W., Dept. to Baghdad
Forcey, Jack M., Rio de Janeiro to Dept.
Godson, William H., Kampala to Dept.
Green, Paul H., Hong Kong to Tokyo
Groff, Arthur D., Manila to Dept.
Harrington, W.S., New Appt. to Conakry
Holmes, George B., New Appt. to Yaounde
Keys, Joel E., Djakarta to Dept.
Laser, Lawrence C., Sao Paulo to Dept.
Levin, Harold A., Paris to Dept.
Long, Richard M., Pretoria to Johannesburg
Lynch, Joseph F., Paris to Brussels
Oden, Walter M., Hue to Dept.
Ortman, Robert A., Dept. to Monrovia
Phillips, James D., New Appt. to Dept.
Platt, Garwood I., New Appt. to Tehran
Roosevelt, A.B., Jr., Madrid to Dept.
Sinclair, William R., New Appt. to Paris
Smith, Donald E., New Appt. to Dept.
Smith, Stephen E., New Appt. to Dept.
Then, Joseph L., Dept. to Bogota
Thuermer, A.M., Dept. to Accra
Twining, Kinsley, New Appt. to The Hague
Whitehurst, Charles, New Appt. to Singapore

FOREIGN SERVICE STAFF

Abrahamson, J.A., Sydney to Manila
Abreu, Abelardo J., Cork to Dublin
Aiken, Helen T., Dept. to Seoul
Arnold, Elizabeth, Dept. to Ankara
Aschman, Francis J., Dept. to Sydney

(continued on next page)

(Personnel continued)

Athearn, Diane E., Dept. to Cairo
Baldwin, David P., Dept. to Seoul
Barrett, Margaret, Seoul to Dept.
Bartley, Marianne, Warsaw to Ouagadougou
Batten, John C., Jr., New Appt. to Manila
Blumenthal, S.A., New Appt. to Dept.
Blust, Merwin, New Appt. to Frankfurt
Booth, Richard T., Dept. to Rome
Borgman, Sharon L., New Appt. to Dept.
Boynton, Lee C., New Appt. to Manila
Bridge, Joseph, New Appt. to Mexico City
Bright, Dorothy T., Dept. to Bangkok
Brunner, Susan, New Appt. to Singapore
Bruun, Patricia L., New Appt. to Dept.
Cheatham, Eunice, Bonn to Colombo
Clark, Kathryn A., Dept. to Tokyo
Clark, Richard A., New Appt. to Manila
Costello, Margaret, New Appt. to Dept.
Cowan, Georgia, New Appt. to Dept.
Davis, Martha B., Dept. to Amman
Delgrosso, Antonio, Wellington to Mogadiscio
Dick, Dona Lee, New Appt. to Dept.
Drees, Mildred K., New Appt. to Dept.
Dunbar, Carol B., Dept. to Paris
Dunlap, George S., New Appt. to Dept.
Egan, Marjorie M., Dept. to Ankara
Fisher, Anne M., Paris to Baghdad
Foster, Elizabeth, Tokyo to Rome
Glaser, Frederick, New Appt. to London
Graham, Leo J., New Appt. to New Delhi
Greene, Arthur, New Appt. to Lagos
Grossman, Dorothy M., Dept. to Kabul
Hackl, Donald E., Vientiane to Panama
Harlan, Lucy W., Dept. to Karachi
Hatton, Margaret, Rome to Ankara
Hiter, Camille A., Dept. to Tokyo
Hladio, Olga K., Dept. to Kuala Lumpur
Hoffman, Angeles A., Dept. to Bangkok
Hudson, Nancy R., Port-au-Prince to Dept.
Jacobson, Nancy, Tel Aviv to Stockholm
Jarvis, Pauline, Dept. to San Jose
Jeter, Virginia K., New Appt. to Dept.
Josephson, Lenore, New Delhi to Dept.
Joyal, Roland J., New Appt. to Nicosia
Kane, Loretta A., Dept. to Montreal
Kiernan, Jane A., Dept. to London
Kies, Julia L., New Appt. to Dept.
Krug, Geraldine, Madrid to Dept.
Leresch, B.J., Dakar to Dept.
Lewis, James C., Panama to Frankfurt
Lewis, William M., New Appt. to Bogota
Little, William R., New Appt. to Dept.
Lochner, David H., New Appt. to Dept.
Lohmar, Phyllis, New Appt. to Dept.
Lourenco, Manuel, Ponta Delgada to Montreal
MacDonald, Allen J., Dept. to Moscow
Maghan, Corinne N., Dept. to Kabul
Malchow, Kathryn M., Dept. to Manila
Maloney, Joseph, New Appt. to Ciudad Trujillo
Mann, Richard S., Dept. to Bonn
Marty, Gus N., Dept. to Moscow
McClelland, M.A., Athens to Seoul
McGee, Marlene, New Appt. to Dept.
Meyerhoff, Sylvia, Tokyo to Buenos Aires
Milanich, Tillie, Baghdad to Mexico City
Mitchell, Richard, Vientiane to London
Moore, Donna J., Jidda to Dacca
Morgan, William C., New Appt. to Conakry
Morrison, J.K., Baghdad to Tokyo
Nielsen, Mildred B., Dept. to Khartoum
Owitz, Sheldon, New Appt. to Kabul
Post, Val R., New Appt. to Dept.
Quire, Frances C., New Appt. to Montevideo
Ramirez, Olivia, New Appt. to Dept.
Revak, V. Joan, Dept. to Colombo
Reynolds, Bertha, New Appt. to New Delhi
Rider, James E., Dept. to San Salvador
Ringgold, Madelyn J., Manila to Dept.
Roa, Josie L., Habana to Dept.
Roesler, Donald, New Appt. to Dept.
Rope, Sandra J., Dept. to Montreal
Rounds, Glennon R., Dept. to Kingston
Ryan, Jack W., Baghdad to Wellington
Santuliani, Anita, New Appt. to Dept.
Sapp, Peggy J., New Appt. to Pretoria
Scanlon, Joan C., New Appt. to Khartoum
Schmitt, Eleanor, Warsaw to Bern
Schneider, E.A., Dept. to Bonn
Sciezor, Alice M., Dept. to Ankara
Scott, Richard, New Appt. to Manila
Sillari, Barbara G., Dept. to Montreal
Simmons, Janet C., New Appt. to Paris (USRO)
Strode, Eleanor, New Appt. to Seoul
Turner, Ellen K., Dept. to Paris
Tyree, David L., Manila to Nicosia
Vacura, Mary A., Dept. to Zagreb
Wermuth, Sarah, New Appt. to Canberra
White, Daniel L., Dept. to Tehran
Wilber, Lavear E., Hue to Saigon

RESIGNATIONS

F.S. Officers

Bank, Michael
Bartsch, William H.
Jacobs, Harry W.
Scherl, Frank P.

F.S. Reserve Officers

Garbler, Paul
Gourlay, Lawrence
Lyon, Fendall G.
Parks, William L.
Saltsman, J.I.
Sorrels, William P.
Wehle, Ruth D.
Winters, George P.

F.S. Staff Corps

Ames, Katherine
Arnold, Yvonne W.
Ball, Alma R.
Berenguer, Mary I.
Berger, Lilyan A.
Billingsley, Robert
Collard, Beverley
Daley, R.E.
Damizzi, Josephine
Domurat, Mary
Fitzsimons, R.L.
Flack, Alton B.
Forrester, John F.
Gardner, Margaret E.
Glore, Mary H.
Hanlon, Pauline F.
Hart, Rosemarie
Kline, Grace M.
La Bar, Joanne M.
Ledbetter, Estelle
Luiz, Robert C.
Nigro, Grace P.
Pae, Martha A.
Parcell, Bernard
Polich, Annette
Savage, Lavada F.
Schroeder, R.J.
Schwarz, Patricia M.
Siriano, Harold J.
Soubiran, Jr.
Steigerwald, J.P.
Stubbe, Joseph C.
Swart, William E.
Twomey, M. Patricia
Van Ingen, E.L.
West, Joan F.
Wilbon, Thomas C.
Wright, Orrin M.
Wyman, Charlotte
Yeakel, Nettie R.

RETIREMENTS

F.S. Reserve Officers

Algrant, Victor C.
Burke, Thomas E.

Staff Corps Promotions, Effective July 23

FSS-3 to FSS-2

Keith, Jack J.

FSS-8 to FSS-7

Abell, Helen T.
Boland, Dorothy J.
Cassard, Monique J.
Elliott, Marion E.
Foster, Elizabeth J.
James, R. Campbell
Kakalec, Margaret M.
O'Brien, Mary E.
Plunkett, Clyde A.
Riley, Clifton V.
Summers, Harry P.

FSS-9 to FSS-8

Ainsworth, Ruth H.
Dingman, Dorothy
Frazier, Ruby L.
Gagnon, Constance M.
Krakauer, Minna
McClelland, Mary A.
Meier, Mona A.
Moreland, Frederick L.
Richardson, Mary E.
Rowley, Lucille F.
Saunders, Patricia A.
Salem, Virginia R.
Waterhouse, Margaret G.
Watson, Zetta
Wolfers, Leon W.

FSS-10 to FSS-9

Albanonte, Marion D.
Albrecht, Lorraine
Auer, Ruth K.
Bangs, Carrol E.
Bastek, John A.
Bauer, Irene M.
Belair, May A.
Beytien, Janice M.
Boulos, Dorothy A.
Darling, June A.
Deure, Martha R.
Donovan, Daniel G.
Doughty, William N.
Dyrak, Frances M.
Eardley, Dorothy A.
Eastwood, Lelah J.
Eversen, Irwin A.
Fisher, Kathryn E.
Geiger, Lucile M.
Giblin, Mildred O.
Gilbertson, Jean A.
Grey, Thomas F.
Hall, Frank, Jr.
Hladio, Olga K.
Hoelscher, Claire A.
Holldorf, Harlan L.
Hopfner, Delmer H.
Johnson, Marie E.
Jones, Elizabeth R.
McAuliffe, Charlotte M.
McDonald, Mary R.
McNair, Jane
Meade, Madeline L.
Merena, Helen L.
Morgan, Calvin R.
Musser, Ruth C.
Paullin, Robert C.
Picard, Chester A.
Schwarz, Robert C.
Sorenson, Maxine E.
Speer, Jeannette A.
Stacy, Carolyn O.
Stafford, Robert F.
Staples, Mary
Verdin, Ruth V.
Vickers, Harold, Jr.
Wallace, William L.
Walsh, Rita
Washer, Frederick R.
Watson, Dorothy C.
Weitzel, Isabelle
Williams, Charles G.
Williams, Piers L.
Wood, Doris E.

FSS-11 to FSS-10

Acree, Charles L., Jr.
Adams, Robert D.
Adelhart, Joan L.
Allende, Nicolas
Anderson, Earle E.
Archer, Rebecca E.
Armfield, Eva A.
Aronhime, Joseph F.
Atkins, John W.
Baker, Mary E.
Barile, Gina E.
Battle, John F., III
Beavers, Norma
Behrens, John F.
Berkowitz, Mildred L.
Billingsley, Marlene
Blanchette, Dean P.
Bolinski, Joseph J.
Bonazzoli, Lydia R.
Broccoli, Dominic A.
Brosius, Anne S.
Bruce, Gloria M.
Cammarata, Helen L.
Carstones, Alice
Cloys, Maxine M.
Corlew, Rufus W.
Curley, Mary J.
Derouville, Anthea S.
Dohse, M. June
Downs, T. Josephine
Driggers, Jack O.
Duncan, Nancy
Dutka, Olga K.
Escobedo, Carmen
Evans, Donna B.
Fletcher, Lee H.
Fosmark, Jack M.
Frederickson, Richard E.
Greer, Virginia R.
Gribble, Clabus M.
Griesbacher, Helga
Grostephan, Marjorie L.
Gzehoviak, Ronald A.
Hargis, Harry R.
Harp, Helen N.
Harrison, Cynthia M.
Harvey, Clyde A.
Hawkins, John H.
Hayes, Catherine L.
Herrick, Anne E.
Hogg, Mary C.
Holleran, James R.
Holt, Harold K., Jr.
Howley, John F.
Jackson, J. Alexander
Johannesen, Jean M.
Johnson, Augustine
Johnston, Barbara G.
Kauerz, Bernice C.
Kenney, John J.
Kerns, David A.
Kieferdorf, Dorothy A.
Kilges, Bertha M.
Kinsey, Ina Jean
Kirby, Elizabeth J.
Kirkwood, Marion F., Jr.
Knetter, Alice M.
Kocsis, Fern S.
Koga, Lindy M.
Kovach, Valeria M.
Kreisher, Noel A.
Laurion, Claire R.
Leicht, Frances M.
Lewis, Velma H.
Lincoln, Bonnie M.
Marini, James V.
Markle, Marion J.
Mayes, Marion
McClurg, Mona
McCool, Raymond C.
McCoy, David W.
McCulley, Ralph M.
McManus, Mary J.
Meek, Anna F.
Menickelly, Joseph A.
Michaels, Dorothy A.
Mitchell, Mary L.
Mulligan, Mary Anne
Murphy, Robert L.
Nochera, Francis P.
Norton, Edna V.
Nylen, Laverne E.
O'Donnell, Rosemary K.
Paciorka, Joseph J., Jr.
Pagter, Elizabeth E.
Phillippo, Suzanne E.
Phillips, Spencer W.
Pierson, Helen I.
Polzin, Eugene R.
Pons, Mary B.
Price, Eleanor C.
Prill, Betty H.
Prosser, James F.
Reynolds, Wendell P.
Rhodes, Sylvia
Rose, Eileen Perle
Ruzicka, Lillian L.
Ryan, William W.
Sales, Mariano
Salsavage, Metro W.
Schafer, Marvel V.
Scholla, Sandra L.
Schumacher, Erma
Schunter, Elaine B.
Scott, Jean D.
Scources, Angeline G.
Sharp, David A.
Shay, Gertrude E.
Shragal, Emma K.
Sink, Phyllis M.
Smith, Barbara
Spitzack, Doris B.
Taylor, John P.
Terry, Maranell L.
Tomusko, Irene M.
Townsend, Elizabeth K.
Tremblay, Donald R.
Tyree, David L.
Ulma, Kathleen R.
Valencia, Frances I.
Vallejos, Viola O.
Vertefeuille, Jeanne R.
Wall, Rita A.
Wallace, Virginia M.
Weer, Mary E.
Williams, Florilyn S.
Woodworth, Lewis A.
Workman, Mildred M.
Zellmer, Daniel E.
Zukauskas, Rita A.

FSS-12 to FSS-11

Adams, James J.
Aft, Sarah R.
Appleby, Georgia M.
Bacon, Mary M. J.
Bailey, Mary E.
Barbadoro, John B., Jr.
Bartenstein, Thomas E., Jr.
Bauer, Mary Lou
Bentz, Ruth E.
Bergless, Lois N.
Bigelow, Paul F.
Blackey, Helen D.
Bolte, Marita M.
Bookhardt, Patricia L.
Bors, Elaine E.
Brown, Queen E.
Burleson, Charles A.
Butler, Thomas J., Jr.
Calhoun, Thomas F.
Caramanis, Kerry S.
Caughell, Leone A.
Chambless, Grace
Chang, Walter F.
Cheevers, Joseph P.
Chiles, Frankie
Collier, Edith G.
Collins, Elizabeth L.
Combs, Samuel
Coors, Catharine L.
Copple, Mary Jane
Curtis, N. June
D'Adam, Mary
Dally, Daryl R.
Diasourakis, Wilhelmina G.
Drinkard, Maureen V.
Eccher, Mary A.
Eggleston, Louhelen E.
Emmons, Donna J.
Epstein, Shirley M.
Feaver, Alice E.
Ferrara, Theresa A.
Fidanza, Julia A.
Fischer, Joy F.
Fitzgerald, Eileen P.
Flynn, Janice C.
Forbes, Thomas L.
Fordham, Mary E.
Foster, Homer P.
Frandock, Michael
Fuerlinger, John A.
Giangregorio, Dominic P.
Gill, Mary E.
Gillett, Janet
Godlewski, Dorothy M.
Greer, Mary F.
Grier, Aberlene
Grimm, Lottie E.
Hafey, Anna M.
Harden, Otis H.
Harris, Barbara A.
Hartman, Roger J.
Heise, Charles E.
Henry, Marilyn R.
Hiraga, George M.
Hubler, John F.
Hughes, Mary P.
Huntling, Janet
Jackman, Mary E.
Jenner, Paul F.
Johnson, Ellen
Johnson, Louise M.
Johnson, Marjorie A.
Kivlin, Mary T.
Knapp, Karol F.
Knight, George E.
Kordelski, William J.
Krysiak, Helen L.
Kushner, Walter
Lathrop, Rachel W.
Lee, Kathleen S.
Lee, Roberta J.
Leech, Eleanor B.
Lewis, Robert A.
Lewison, Janis M.
Linete, Dorothy D.
Lucas, Betty R.
Luckenbill, Darla N.
Lybyer, Janice M.
Malec, Felicia S.
Marshall, Nancy H.
Martinez, Edward E.
Marty, Gus N.
Mayer, Martha E.
Mayfield, Marion
Mazzucco, Rose M.
McCahill, Colleen T.
McCarthy, Rose M.
McCormick, Marie A.
McKitrick, Dorothy
Mertz, Helen A.
Meyer, Marian A.
Miller, Charles W.
Miller, John H.
Miller, Louise M.
Mills, Ruth
Moody, Arthur E.
Murray, James J.
Myers, Charles T., Jr.
Nagy, Ellen M.
Navratil, William R.
Newberry, Annabelle C.
Niedzielak, Walter J.
O'Brien, Patricia A.
O'Connell, Elizabeth I.
Ornelas, Virginia
Paredes, Augustine J.
Pelland, Alfred J.
Penner, Dean W.
Peterson, Mary K.
Phillips, Robert A.
Piller, Harold E.
Pollock, Judith R.
Pontecorvo, Eva
Porpora, Jeanette N.
Posch, Irma E.
Powell, Billy A.
Price, Inez B.
Ramirez, Alicia
Rosales, Eleanor
Russell, Lawrence D.
Schwartz, John J.
Sexton, Jane E.
Siegle, Dorothy J.
Smith, Howard F.
Smith, Wayne R.
Sommer, Mary J.
Spilman, Ronald F.
Steadley, Dana
Stokowski, Rita T.
Sturges, Waylen L.
Swing, Helene F.
Taylor, William S., Jr.
Thompson, Bettye J.
Thomson, M. Clara
Tompkins, Virginia B.
Toney, Gerald R.
Trebbe, F. Donley
Tureman, Trucia A.
Vohlers, Wynifred A.
Vowles, Dorothy M.
Welch, Julia A.
Wells, Mark Lowell
Wheeler, Rae A.
White, Dorothy O.
Whitridge, John C., III
Wilks, Patricia R.
Wilson, Charles E.
Winge, Dorothy L.
Womack, Theresa P.
Wood, Shirley R.
Woods, Charles W.
Worlund, Twyla J.
Zorn, Jeanne E.
Zwang, Morris A.

Letters To The NEWS LETTER

THANK YOU, MISS BARROWS

From Gwen Barrows' Washington Letter in the July issue of the FOREIGN SERVICE JOURNAL:

"....News Letter's first issue was crammed with news and full of interest. The second is even more comprehensive, more picture-packed and sure to be a best seller at home and abroad. Our congratulations to our confreres...."

WE ARE GRATEFUL

I want to congratulate you, your staff and all the contributors to the June 1961 News Letter.

This is the most professional and stimulating Letter I have seen and read since I became a part of the Service in 1947.

Bernice M. Kelly,
Deputy Personnel Officer,
American Embassy, London

AT FRANKFURT--James H. Martin (right) receives a cash award for his outstanding work performance. With him are Mrs. Martin and Wayland B. Waters, the Acting Principal Officer.

OUR BUTTONS POP

I was so impressed with the June issue of the News Letter that I felt compelled to express my congratulations. I considered the May issue to be excellent but must concede that the June issue is a distinct improvement which is quite an achievement in itself.

All of the articles and news items are most informative and are written in a very interesting manner. In addition, the cover, format, and photographs are uniformly excellent.

Since I am comparatively new in the Department, I am very interested in all information relating to the various programs and activities of the Department. The News Letter certainly assists in satisfying that need.

I firmly believe that every employee requires a general knowledge of those significant events which affect the Department, even though they may not have specific application to his assignment or area of responsibility.

In my Government experience, which has encompassed a number of departments and agencies, most recently Defense, I have had occasion to read many publications of a similiar type but I consider News Letter to be the finest.

I am sure that the News Letter will make a substantial contribution toward the efficient operation of the Department.

Walter C. Ertel--OB/P

A GOOD SUGGESTION

This is to congratulate you on the new and useful publication which the News Letter has suddenly turned out to be, and to make a suggestion for further improvement.

There has consistently been a lamentable delay in reporting personnel movements in the section under New Appointments and Transfers, etc., in the Foreign Service. It would seem possible to reduce this delay rather substantially.

If all personnel transfers were reported promptly in the section devoted to them, it would be unnecessary to include the much more prompt but less comprehensive reports of such movements which appear in the "Notes on Bureau Activities." However, until some improvement in the Personnel section is achieved, I hope the information which is supplied in the Bureau Activities notes will continue to be available.

Again, congratulations on your new publication and best wishes for its continued success.

William Belton
Counselor of Embassy
Canberra, Australia

Editor's Note: Mr. Belton has spotted a problem of which we have been aware for some time. The lists are furnished to the News Letter by the Office of Personnel. They record official actions and not informal communications. Nevertheless, the timeliness of the listings can and will be improved, PER has assured us.

HEED THIS

The Language Testing Unit at FSI has discovered that the section in the News Letter on "F.S. Linguists" has an enormously wide and avid list of readers. Since anything printed in that section seems to be read by everyone in the Department who is tested, we would be very grateful if you could add the following paragraph below the list of "linguists" in the next issue of the News Letter.

In view of the very heavy schedule of language testing, the Testing Unit requests that officers requiring tests call for appointments at least three days before the desired date of the test.

Claudia P. Wilds--O/FSI

Check Your Writing!

Can you answer "yes" to the following questions about each piece you write? Is it:

1. **COMPLETE?**
   - a. **Does it give all necessary information?**
   - b. **Does it answer all questions the reader may raise?**

2. **CONCISE?**
   - a. **Does it contain only essential facts?**
   - b. **Does it include only essential words and phrases?**

3. **CLEAR?**
   - a. **Are the words the simplest that carry the thought?**
   - b. **Do the words exactly express the thought?**
   - c. **Is the sentence structure clear?**
   - d. **Does each paragraph contain only one main idea?**
   - e. **Are these ideas presented in the best order?**

4. **CORRECT?**
   - a. **Is the information accurate?**
   - b. **Do the statements conform with policy?**
   - c. **Is the writing free from crudities of grammar, spelling, punctuation?**

5. **APPROPRIATE IN TONE?**
   - a. **Will the tone bring the desired response?**
   - b. **Is the writing free from words that may arouse antagonism?**
   - c. **Is it free from stilted, hackneyed, or legalistic phrases?**

How Effective Is It As A Whole?

Is it unsatisfactory—needing revision?
Is it passable—containing weaknesses, but good enough to be approved?
Is it fully satisfactory?

This CHECK-LIST is incorporated in the booklet, "Effective State Department Correspondence," published by the Foreign Service Institute in collaboration with the Secretary's Correspondence Review Staff.

DEPARTMENT OF STATE
UNITED STATES OF AMERICA